

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

## CLOSED SESSION MINUTES

Wednesday, November 20, 2024

A Closed Session of the Atlantic and Cape May Counties Association of School Business Officials Joint Insurance Fund (ACCASBO JIF) was held on November 20, 2024 at 12:04 p.m., with Mark Mallett, Fund Chair, presiding.

### ROLL CALL

#### 2024-2025 Trustees in attendance:

Mark Mallett, Lower Cape May Regional School District, **Chair**  
Dr. Diane Fox, Middle Township BOE, **Vice Chair** (SPELL Alternate)  
Rose Millar, Estell Manor City SD/Cape May Point, Secretary  
Laurie Ryan, Upper Township BOE  
Joy Nixon, Galloway Township Public Schools  
Linda Fiori, Avalon BOE/Stone Harbor BOE  
Melina Skwarek, Margate City BOE

#### 2024-2025 Trustees not in attendance:

None

#### 2024-2025 Alternate Trustees in attendance:

Thomas P. Grossi, Greater Egg Harbor RHSD (SPELL Trustee/Chair)  
Chandra Coady, Mainland Regional High School (SPELL Alternate)  
Christopher R. Veneziani, Hamilton Township School District (SPELL Trustee/Secretary)

#### 2024-2025 Alternate Trustees not in attendance:

None

#### 2024-2025 Fund Commissioners in attendance:

Julie Velluzzi, Absecon City BOE  
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  
Todd D'Anna, Mullica Twp BOE/Washington Twp SD-Greenbank  
Jamie Shoemaker, Northfield BOE  
Dawn Cottrell, North Wildwood SD  
Mark Leung, Somers Point BOE  
Dawn Leary, Weymouth Twp School District  
James Lushok, Wildwood Crest BOE

#### 2024-2025 Fund Commissioners not in attendance:

Jonathan Houdart, Brigantine Public School District  
Teri Weeks, Dennis Township BOE/Longport BOE  
Barbara S. Prettyman, Hammonton BOE  
Robert Miles, Pitman BOE

**District Personnel in attendance:**

Randi Heller, Brigantine PSD  
Donna Davison, Hammonton 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  
Bradford Hoffman, 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  
Christine Gallagher, Client Services Manager – Qual-Lynx  
Joe Henry, Student Accident Program – Hardenbergh Insurance Group  
John W. Geitz, Safety Coordinator – Risk Assessment Services  
Rick Hillman, Virtual Safety Director – Ironwood Consulting LLC  
Joe Bulick, Assistant Safety Coordinator – Risk Assessment Services  
Kelly Batz – Fund Treasurer  
Annette Reap – Recording Secretary

**Risk Management Consultants**

Dennis M. Brown/Pam Whitaker, Glenn Insurance – EHC/EHT/Estell Manor/Galloway/GEHRHSD/Mainland/Somers Point/Weymouth Twp  
Joe Henry, Hardenbergh-Hamilton Twp  
Jim Ridgway, J. Byrne Agency – Lower Cape May/Lower Twp/Wildwood Crest  
Mike McLaughlin, Marsh & McLennan Agency – Cape May Point/North Wildwood  
Bill McMahon, McMahon Agency - Upper Twp

The following Workers' Compensation Payment Authorization Requests for November 2024 were presented to the Trustees and Fund Commissioners:

2024317832 – Claimant was bending over working with a student when she was kicked in the face causing her back to hyperextend. Total Incurred Value: \$497,955.56

2024332259 – While outside on the playground, a student was trying to squeeze through a secure fence. The claimant jumped over the fence and landed on left side of body. Total Incurred Value: \$282,531.30

2020191597 – While at an after-school bowling outing and working on-on-one with a special needs student, the claimant fell onto the bleachers, hitting her right knee and right ankle on the metal brackets. Total Incurred Value: \$243,027.51

2024328449 – The claimant was cleaning tables. He lifted a bucket and stepped off the mat twisting his left knee. Total Incurred Value: \$124,839.98

2023296859 – While blocking a student from punching her, the student head butted the claimant in her right cheek bone. Total Incurred Value: \$123,039.06

2024326868 – While putting an object away above her head, claimant felt a “pop” in her right knee. Total Incurred Value: \$91,089.40

2022242922 – While walking through the parking lot, the claimant stepped into a dip in the ground and rolled her left ankle. Total Incurred Value: \$84,496.57

2022264449 – The claimant was attempting to break up a fight between two students when she was punched. Total Incurred Value: \$73,220.00

2022275617 – While in the gym moving chairs that were stuck under the stage, claimant pulled the chairs and injured her right arm. Total Incurred Value: \$58,898.97

2024316337 – A student was having a behavioral outburst. Claimant was sitting in a school-sized chair when the student came from behind and pulled her hair with both hands causing her neck to extend backwards. Total Incurred Value: \$58,786.60

2024321529 – The claimant was on the school bus and fell when the bus turned a corner. Total Incurred Value: \$57,540.00

2023280124 – While waxing floors, machine’s cord was caught on machine, causing the claimant to lose her balance and fall. Total Incurred Value: \$47,824.98

2022255385 – The claimant was assisting with a group of special needs students and saw a student leaving the area. The claimant stood up and started to walk and tripped and fell to the floor. Total Incurred Value: \$41,952.35

2023292819 – The claimant was going down the step in the boiler room, lost her balance, grabbed the rail and twisted her lower back. Total Incurred Value: \$25,683.45

The following General Liability Payment Authorization Requests for November 2024 were presented to the Trustees and Fund Commissioners:

2022277229 – Claimant injured in motor vehicle accident. Proposed Authority: \$70,000.00

2023287883 – Liability claim resulting from trip and fall in parking lot. Proposed Authority: \$135,000.00

2023300250 – Educator’s Legal Dispute. Proposed Authority: \$60,000.00

2022264481 – Claim alleging sexual misconduct. Proposed Authority: \$60,000.00

2023302862 – Motor vehicle accident where another vehicle struck insured vehicle. Total Incurred Value: \$167,144.24

2025347197 – Property claim for water damage resulting from a pipe burst. Total Incurred Value: \$149,700.00

2024330344 – Water damage resulting from leak from a hot water heater. Total Incurred Value:  
\$61,925.90

2025342191 – Property claim for damages suffered as the result of a lightening strike. Total  
Incurred Value: \$36,830.96

2025340472 – Claim for water damage caused by HVAC ductwork supply line. Total Incurred Value:  
\$57,300.00

Motion by Dr. Fox, second by Mr. Grossi, to come out of Closed Session at 12:45 pm.