

# **SCHOOL POOL FOR EXCESS LIABILITY LIMITS JOINT INSURANCE FUND**

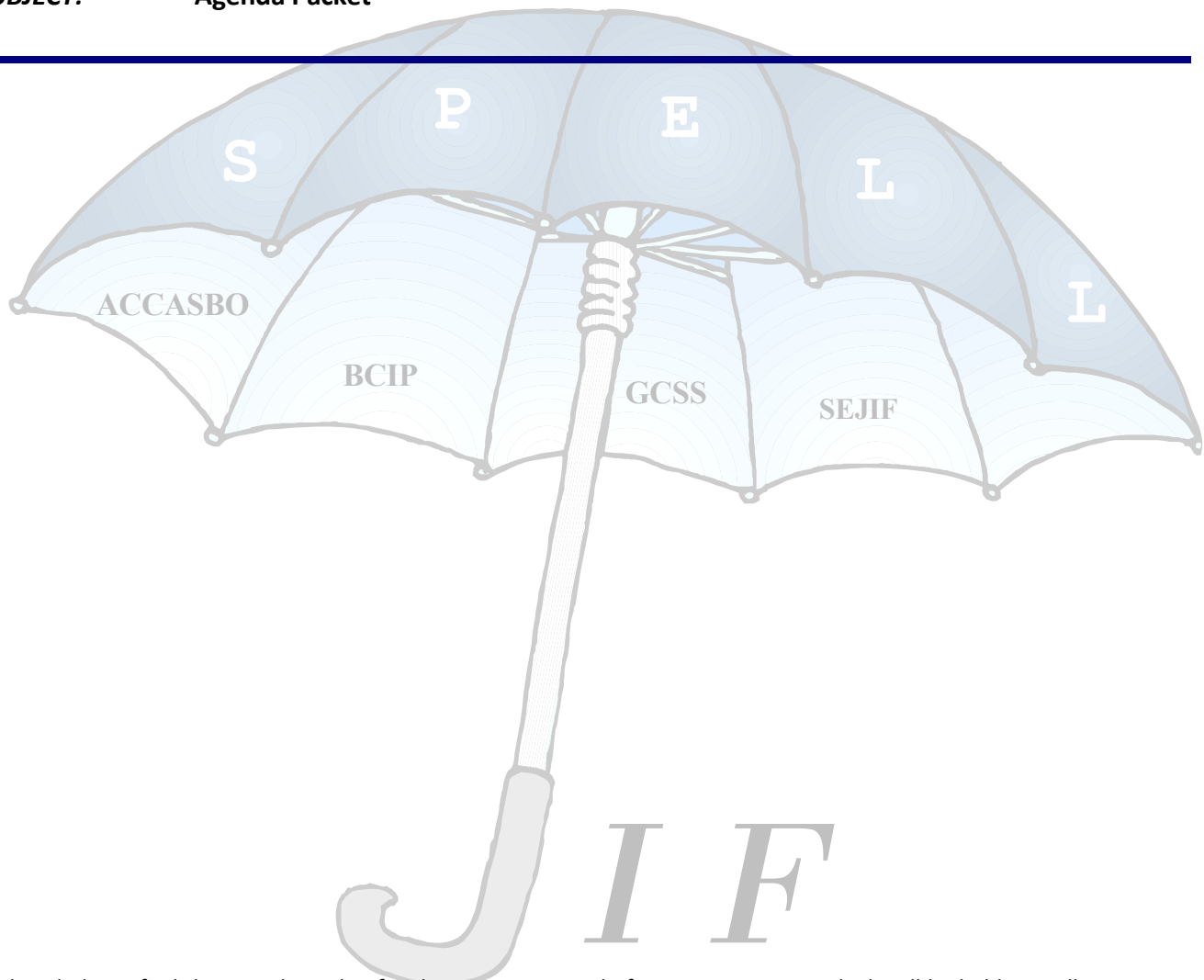
**TO:** Fund Trustees  
Fund Alternate Trustees  
Fund Professionals

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

**MEETING DATE:** February 5, 2021

**SUBJECT:** Agenda Packet

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Enclosed please find the agenda packet for the SPELL JIF Board of Trustees Meeting which will be held virtually via Zoom on **Friday, February 5, 2021** at **10:00 a.m.**

Join Zoom Meeting: <https://zoom.us/j/99645363212?pwd=WWlhOGVUVTFDMMjMclZTcmxiU3ZTUT09>  
Dial 1-929-205-6099  
Meeting ID: 996 4536 3212  
Passcode: 389898

***School Pool for Excess Liability Limits Joint Insurance Fund***  
***SPELL JIF***

**Teleconference Meeting via Zoom**

**Friday, February 5, 2021 – 10:00 AM**

**AGENDA**

- I. The Meeting is called to Order.
  
- II. Statement of Compliance with the Open Public Meetings Act
  - A. Notice of this meeting was given by sending sufficient notice herewith to the newspapers recognized by owner groups;
  - B. Filing advance written notice of this meeting with each owner group and their member districts; and
  - C. Posting notice on the public bulletin boards of all municipalities served by the member districts of each owner group.
  
- III. Roll Call
  - A. **2020-21 Trustees**
    - Thomas P. Grossi, Greater Egg Harbor RHSD, **Chair** – ACCASBO JIF
    - Cherie Bratty, Upper Deerfield Twp School District, **Vice Chair** – GCSSD JIF
    - Robert F. Wachter, Jr., Mt. Laurel Twp BOE, **Secretary** – BCIP JIF
    - Christopher Veneziani, Folsom BOE, Trustee– ACCASBO JIF
    - Richard J. Kaz, Jr., Northern Burlington County RSD, Trustee – BCIP JIF
    - Joseph Collins, Elk Twp School District, Alternate Trustee – GCSSD JIF
  
  - B. **2020-21 Alternate Trustees**
    - Chandra Anaya, Egg Harbor Twp SD, Alternate Trustee – ACCASBO JIF
    - Diane Fox, Middle Township BOE – ACCASBO JIF
    - Michael Colling, Medford Lakes SD, Alternate Trustee – BCIP JIF
    - Kathleen Huder, Lindenwold BOE, Alternate Trustee – BCIP JIF
    - Chris Rodia, Westville/Woodbury Heights, Alternate Trustee – GCSSD JIF
    - Rose Wang Chin, Woodstown-Pilesgrove RSD, Alternate Trustee – GCSSD JIF
  
  - C. **District Personnel**
    - John Serapiglia, Jr., Passaic County Manchester Regional BOE– SE JIF
    - Edward Appleton, Interim, Nutley BOE– SE JIF
  
  - D. **Fund Professionals**
    - Bradford Hoffman, Director of Program Administration – RPA, a division of Gallagher
    - Craig H. Wilkie, Sr. Program Administrator – RPA, a division of Gallagher
    - Scott C. Tennant, Sr. Program Strategist– RPA, a division of Gallagher
    - Jennifer Fox, Sr. Account Manager – RPA, a division of Gallagher
    - Louis J. Greco, Esquire, Fund Solicitor
    - Lorraine Verrill, CPA, Fund Treasurer – Verrill & Verrill, LLC
    - Annette Reap, Recording Secretary

- IV. Approval of Minutes – **ADOPTION**
  - A. October 9, 2020 Minutes ..... Pages 4-8
  
- V. Professional Reports
  - A. Accountant/Treasurer – **MOTION REQUESTED**
    - 1. Bill Lists (October 2019-January 2021) ..... Pages 9-12
    - 2. Cash Reconciliation Reports (September-December 2020) .....Pages 13-16
  
  - B. Solicitor
  
  - C. Student Accident Program Report ..... Verbal
  
  - D. Executive Director/Underwriting & Finance Director Report.....Pages 17-18
    - 1. UNDERWRITING & FINANCE DIRECTOR
      - a. Financial Performance Update ..... Summary
      - b. Initial Budget Outlook 2021-2022..... Summary
      - c. Renewal Update/TimelineSummary ..... Summary
      - d. Excess & Reinsurance Partner Update..... Summary
      - e. Safe and Secure Legal Files Exchange Transfer to SPELL JIF ..... Pages 19-21
  
    - 2. EXECUTIVE DIRECTOR
      - a. 2021-2022 Membership Renewal ..... Summary
      - b. Marketing Update.....Summary
      - c. Risk Assessment Services – **MOTION REQUESTED** ..... Summary
      - d. NJSIA Spring Conference Rescheduled..... Summary
      - e. Stewardship of SAM Claims ..... Summary
      - f. Additional SPELL Website Tools Review..... Presentation
  
- VI. **Miscellaneous Business and Public Comment**

The next meeting of the SPELL JIF is scheduled to be held on **Friday, April 23, 2021** at 10:00 a.m. either virtually via Zoom or at the Gallagher offices, 6000 Sagemore Drive, Suite 6203, Marlton, NJ 08053.
  
- VII. **MOTION REQUESTED** to Adjourn Meeting.