

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

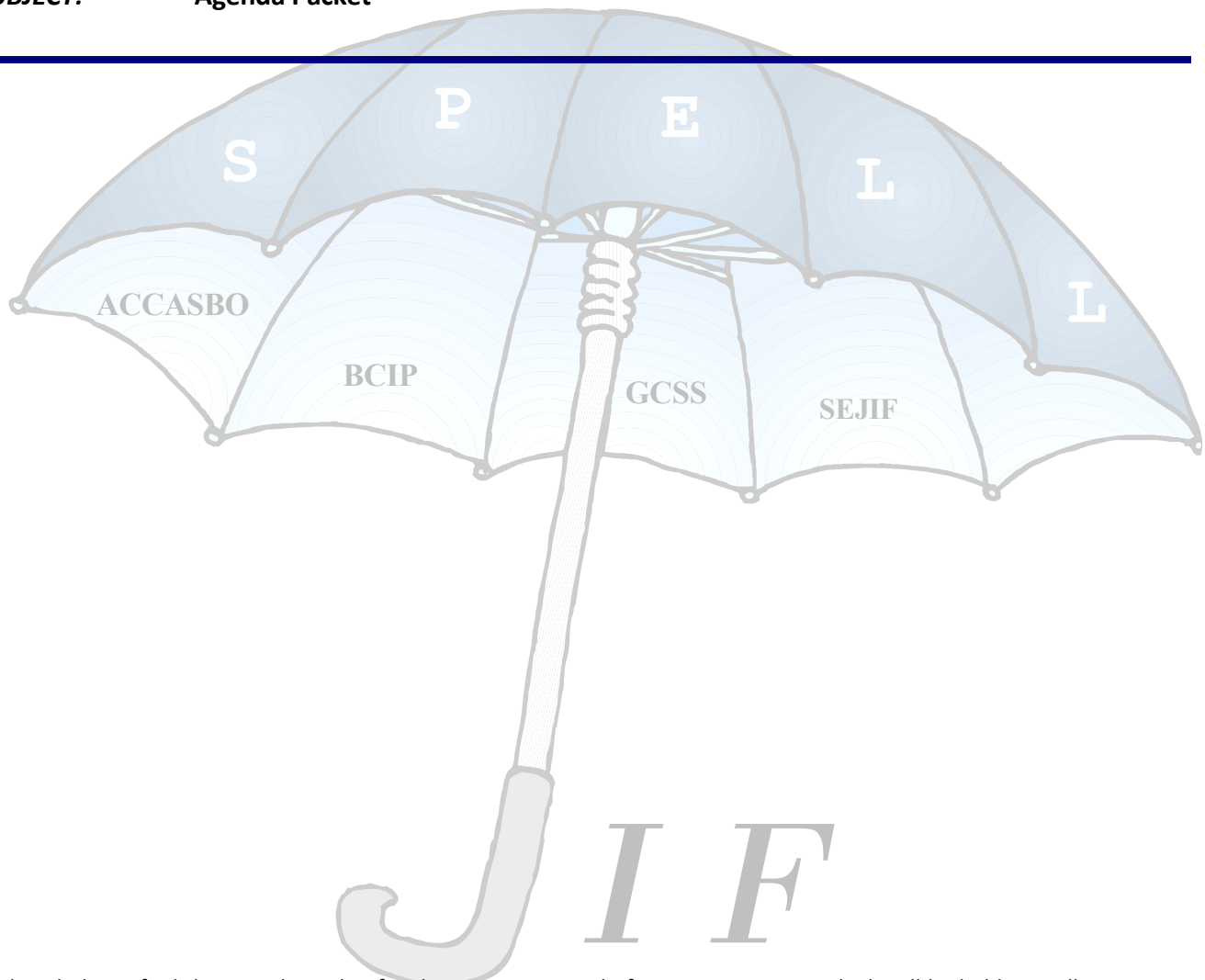
**TO:** Fund Trustees  
Fund Alternate Trustees  
Fund Professionals

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

**MEETING DATE:** April 29, 2022

**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, April 29, 2022** at **10:00 a.m.**

Join Zoom Meeting: <https://us06web.zoom.us/j/85981872980?pwd=MDNhcG81UVRud1c2N3lkVEludGhiZz09>  
Dial +1 929 205 6099  
Meeting ID: 859 8187 2980  
Passcode: 920135

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

**Teleconference Meeting via Zoom**

**Friday, April 29, 2022 – 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. **2021-22 Trustees**
    - Thomas P. Grossi, Greater Egg Harbor RHSD, **Chair**– ACCASBO JIF
    - Richard J. Kaz, Jr., Northern Burlington County RSD, **Vice Chair** – BCIP JIF
    - Robert F. Wachter, Jr., Mt. Laurel Twp BOE, **Secretary** – BCIP JIF
    - Christopher Veneziani, Folsom BOE, Trustee– ACCASBO JIF
    - Joseph Collins, Elk Twp School District, Alternate Trustee – GCSSD JIF
    - Donna Contrevo, Gateway Regional/National Park – GCSSD JIF
  - B. **2021-22 Alternate Trustees**
    - Chandra Anaya, Egg Harbor Twp SD, Alternate Trustee – ACCASBO JIF
    - Dr. 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
    - Scott Campbell, Greenwich Township, Alternate Trustee – GCSSD JIF
  - C. **District Personnel**
    - Lameka Augustin, Passaic County Manchester Regional BOE– Suburban Metro JIF
    - David DiPisa, Nutley BOE – Suburban Metro 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
    - Patrick J. Madden, Esquire - Fund Solicitor
    - Danielle Colaianni, Program Manager – Student Accident Program
    - Lorraine Verrill, CPA, Fund Treasurer – Verrill & Verrill, LLC
    - Annette Reap, Recording Secretary

- IV. Approval of Minutes – **ADOPTION**
  - A. February 11, 2022..... Pages 4-9
  
- V. Professional Reports
  - A. Accountant/Treasurer – **MOTION REQUESTED**
    - 1. Bill Lists (February-April 2022) ..... Pages 10-12
    - 2. Cash Reconciliation Reports (February-March 2022) .....Pages 13-14
  
  - B. Solicitor
  
  - C. Student Accident Program Report
  
  - D. Executive Director/Underwriting & Finance Director Report.....Pages 15-16
    - 1. UNDERWRITING & FINANCE DIRECTOR
      - a. 2022-2023 Budget Process-Vendor Review..... Handout
      - b. Budget Outlook 2022-2023-**MOTION REQUESTED** ..... Handout
      - c. Reinsurance & Excess Insurance-Market Conditions/Concerns/Outlook ..... Summary
      - d. Group Purchase Coverages-Market Conditions/Concerns/Outlook..... Summary
      - e. Financial Audit – June 30, 2021-**MOTION REQUESTED** ..... Addendum A
  
    - 2. EXECUTIVE DIRECTOR
      - a. 2022-2023 Membership Renewal .....Summary
      - b. Marketing Update..... Summary
      - c. AGRIP Spring Conference.....Pages 17-23
      - d. New Jersey Self-Insurers’ Workshop ..... Summary
      - e. SPELL 2022 Retreat Update ..... Summary
      - f. SPELL Travel Expense Reimbursement Policy .....Pages 24-25
      - g. PublicSchoolWORKS..... Page 26
      - h. STOPit Activity Report.....Pages 27-37
      - i. Proposed Meeting Dates 2022-23..... Page 38

VI. **Miscellaneous Business and Public Comment**

The next meeting of the SPELL JIF is scheduled to be held on **Thursday, May 26, 2022** at 10:00 a.m. at the RPA/Gallagher offices, 6000 Sagamore Drive, Suite 6203, Marlton, NJ 08053.

VII. **MOTION REQUESTED** to Adjourn Meeting.