

School Pool for Excess Liability Limits Joint Insurance Fund
SPELL JIF

Teleconferencing Meeting via Zoom

OPEN SESSION MINUTES

Friday, May 27, 2021 – 10:00 am

I. MEETING CALLED TO ORDER

The meeting of the School Pool for Excess Liability Limits Joint Insurance Fund (SPELL JIF) was held remotely on Friday, May 27, 2021 at 10:00 a.m., with Thomas Grossi, Greater Egg Harbor RHSD, Chairperson, presiding.

II. STATEMENT OF COMPLIANCE WITH THE OPEN PUBLIC MEETING ACT

Notice of this meeting was given by sending sufficient notice herewith to newspapers recognized by owner groups; filing advance written notice of this meeting with each member and their members districts; and by posting notice on the public bulletin boards of all municipalities served by the member districts of each owner group.

III. ROLL CALL

2020-2021 Trustees present

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

2020-2021 Trustees absent

None

2020-21 Alternate Trustees present

Chandra Anaya, Egg Harbor Twp SD, Alternate Trustee – ACCASBO JIF
Diane Fox, Middle Township BOE – ACCASBO JIF
Chris Rodia, Westville/Woodbury Heights, Alternate Trustee – GCSSD JIF
Rose Wang Chin, Woodstown-Piles Grove RSD, Alternate Trustee – GCSSD JIF (arrived 10: 25 am)

2020-21 Alternate Trustees absent

Michael Colling, Medford Lakes SD, Alternate Trustee – BCIP JIF
Kathleen Huder, Lindenwold BOE, Alternate Trustee – BCIP JIF

District Personnel absent

John Serapiglia, Jr., Passaic County Manchester Regional BOE– SE JIF
Edward Appleton, Interim, Nutley BOE– SE JIF

Fund Professionals present

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
Megan Matro, Marketing Specialist- RPA, a division of Gallagher
Louis J. Greco, Esquire, JIF Solicitor
Lorraine Verrill, CPA, JIF Treasurer – Verrill & Verrill, LLC
Tracy Lopez, Account Manager, PERMA
Annette Reap, Recording Secretary

IV. APPROVAL OF MINUTES

Motion by Mr. Veneziani, second by Mr. Wachter, to approve the Minutes of the April 23, 2021 meeting of the SPELL JIF. All in favor, with the exception of Dr. Bratty, who abstained. Motion carried.

V. BUDGET HEARING

A. *Motion* by Mr. Veneziani, second by Ms. Anaya to open the Budget Hearing to the public.

B. *Motion* by Mr. Veneziani, second by Dr. Bratty, to close the Budget Hearing to the public.

Motion by Dr. Bratty, second by Mr. Veneziani, to adopt the 2021-2022 Budget, provided as a handout. All in favor. Motion carried.

VI. PROFESSIONAL REPORTS

A. *Accountant/Treasurer*

Ms. Verrill reviewed the May 2021 Bill List and Cash Reconciliation Report for April 2021 found in the agenda. She advised that she was able to invest in a CD at Park Bank for an interest rate of 1% for a year.

Motion by Mr. Veneziani, second by Mr. Wachter, to approve the May Bill List and April Treasurer's Report. All in favor. Motion carried.

Ms. Verrill left the meeting at 10:15 am.

B. *Attorney*

Mr. Greco advised that the state and federal courts have announced reopening plans, but it will not provide much relief for the backlog. He noted that criminal cases will take precedence. The states have mandated that no more than one jury trial may be held in any court house at any one time. Mr. Greco said that it will be a long time before federal or state system gets back to pre-COVID schedules.

C. *Executive Director/Underwriting Manager Summary*

1. Underwriting and Finance Director

2021-2022 Renewal Negotiations/Proposal Presentation – MOTION REQUESTED

Mr. Hoffman reviewed the 2021-2022 SPELL JIF Program Renewal Summary provided via email and also shared on screen, line by line coverage. He reviewed each item in detail. The program structure is the same with regard to limits.

Mr. Hoffman noted that the SPELL cyber coverage is changing relative to limits, capacity and deductibles. He referred to a handout that provided different options in program and asked Mr. Tennant to explain. Mr. Tennant advised that the new piece to the coverage is coinsurance, which increases out of pocket expenses for district. He reviewed the handout which provided several

options and explained that his office is recommending Option 1. He explained that there will be two tiers to the coverage noting that making cyber security investments will place districts in tier 1. There will be incentive to get to Tier 1 from Tier 2. Mr. Grossi asked about history of the JIF claims. Mr. Tennant reported that the number of claims is increasing rapidly and the amount on claims is rising exponentially. The rational approach is in option 1 this year. Mr. Tennant stated that the future of this coverage is not better, but worse. Mr. Grossi asked if the JIF coverage is better than the competition. Mr. Tennant would assume yes, but acknowledged he is not privy to that information.

Mr. Veneziani asked when districts will be advised which tier they are in and will those districts in tier 2 be advised how to get into tier 1? Mr. Hoffman said that information will be sent out shortly. Mr. Tennant responded absolutely and it will happen immediately during current policy period. Mr. Tennant stated that there will be a webinar to address the new policy, as well as the options districts have in investing in protocols.

Mr. Hoffman finished reviewing the overall coverage structure and budget for the 2021-2022 fund year and formally requested the SPELL JIF Board of Trustees to give their authority to bind the final coverages, subject to any pending items noted that require closing negotiation with the carriers.

Motion by Dr. Bratty, second by Mr. Veneziani, granting authority to bind coverage on the final reinsurance program. All in favor. Motion carried.

2021-2022 Coverage Document Adoption – MOTION REQUESTED

Motion by Ms. Anaya, second by Mr. Veneziani, to adopt the 2021-2022 Coverage Document. All in favor. Motion carried.

2021-2022 Risk Management Plan - Mr. Hoffman said that his office would provide the 2021-2022 Risk Management Plan via email when coverage is finalized.

2021-2022 Certificate of Coverage – Mr. Hoffman stated that the final version of the Certificate of Coverage would be emailed to all districts once determination of all coverages has been made, coverages are bound and policy numbers provided.

2. Executive Director

2021-22 Membership Renewal – Mr. Wilkie advised that all members that were up for membership renewed on July 1, 2021 have renewed and been accepted back into their owner groups, plus two districts that early renewed their memberships.

Potential Members Update – Mr. Wilkie reported that two offers were extended to potential new members, which have been accepted. There are two proposals that have been sent out and there are 15 other districts that his office has been working with. He noted that these districts have been reviewed by the finance committees and when/if a district has accepted an offer of membership, the members will be polled. Mr. Tennant announced that Ms. Chin has tendered her resignation at Woodstown-Pilesgrove. He wished her well and thanked her for her service, as did the members. Ms. Chin thanked all for the well wishes.

SPELL JIF Annual Retreat - Mr. Wilkie stated that the SPELL members had discussed moving forward with an in-person retreat and when all the SPELL membership was polled, an overwhelming number were in agreement with moving forward. He asked the SPELL for a formal motion approving an in-person retreat this year.

Motion by Ms. Anaya, second by Dr. Bratty, to hold an in-person retreat in September 2021. All in favor. Motion carried.

Public School Works – Mr. Wilkie referred to email received from Mr. Strasburger of Public School Works included in the agenda providing information on proposed changes to the contract held with the SPELL. Mr. Wilkie believes it is financial issue with PSW, but explained that the on-line training service is being used by 70% of the SPELL members. Discussion followed. Mr. Veneziani advised that his district has purchased an additional customized training program from PSW which tracks policies for staff to acknowledge annually. Mr. Wilkie asked for guidance from members. Mr. Grossi recommended Mr. Wilkie continue to negotiate and poll the members to see how they are using it. Mr. Wilkie reported that Mr. Veneziani is the only district using it in that capacity. After discussion, members thought the service was worth it. Dr. Fox said all positions in her district use the training and can see the value in it. Mr. Wilkie advised that he will continue to monitor and report back and that this item will also reviewed by the safety committees.

Mr. Veneziani suggested adding a breakout session to the retreat agenda on the services provided by the JIF so that the members can get familiar with the process.

VII. CALL TO ORDER THE ANNUAL REORGANIZATION MEETING

The annual Reorganization Meeting was called to order at 11:03 a.m.

VIII. SEATING OF 2021-2022 TRUSTEES AND ALTERNATE TRUSTEES – ADOPTION

Motion by Ms. Anaya, second by Mr. Wachter, to approve Delegates and Alternate Delegates elected by each Owner Group, and listed below, as Trustees and Alternate Trustees, respectively. All voted in favor. Motion carried by unanimous vote.

IX. Roll Call

A. 2021-22 Trustees

- ☐ Thomas P. Grossi, Greater Egg Harbor RHSD– ACCASBO JIF
- ☐ Dr. Cherie Bratty, Upper Deerfield Twp School District– GCSSD JIF
- ☐ Robert F. Wachter, Jr., Mt. Laurel Twp BOE – 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. 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

- ☐ John Serapiglia, Jr., Passaic County Manchester Regional BOE– SE JIF
- ☐ Edward Appleton, Interim, Nutley BOE– SE JIF

X. NOMINATIONS – ADOPTION

A. Election of Officers (Chair, Vice Chair, and Secretary) – Nominations for the 2021-22 Fund Year: Tom Grossi, Chair; Cherie Bratty, Vice Chair; Robert Wachter, Secretary.

Motion by Mr. Veneziani, second by Ms. Anaya, to accept and approve the above nominees for SPELL JIF Officers for Fund Year 2021-2022. Upon roll call vote, all voted in favor. Motion carried.

XI. OATHS OF OFFICE

Oaths of Office will be provided by emailed. All Oaths of Office should be signed and returned to Ms. Fox.

XII. 2021-22 Reorganization Resolutions – ADOPTION

Motion by Dr. Fox, second by Mr. Wachter, to approve Reorganization Resolutions 2021-01 through 2021-11, listed in the Agenda. Upon roll call vote, all voted in favor. Motion carried.

No items were presented for Closed Session

XIII. MISCELLANEOUS BUSINESS AND PUBLIC COMMENT

The next meeting of the SPELLJIF is scheduled to be held on Friday, October 1, 2021 at 10:00 a.m. either via Zoom or at the Gallagher offices, 6000 Sagemore Drive, Suite 6203, Marlton, NJ 08053.

XIV. MOTION REQUESTED to adjourn the meeting

Motion by Mr. Veneziani, second by Dr. Bratty, to adjourn the May 27, 2021 meeting of the SPELL JIF. All in favor. Motion carried by unanimous vote.

The meeting adjourned at 11:07 a.m.
