



New Jersey Schools Insurance Group
6000 Midlantic Drive, Suite 300 North
Mount Laurel, New Jersey 08054
www.njsig.org

**Board of Trustees Meeting Minutes of October 19, 2022
(Ratified at the Board of Trustees Meeting on November 16, 2022)**

New Jersey Schools Insurance Group's Board of Trustees Meeting of October 19, 2022 took place at NJSIG's office, located at 6000 Midlantic Drive, Suite 300 North, Mount Laurel, New Jersey 08054, and by video teleconference.

ATTENDEES

Participants: David A. Rapuano, Esq. on behalf of Archer; James Ridgway on behalf of J. Byrne; Latonya Brennan on behalf of Gallagher; Joanne Kirby on behalf of Alliant; Phil Williams on behalf of Alliant; Jay Lynch on behalf of Alliant; Stacy Mina on behalf of Willis Towers Watson.

NJSIG Staff: Jill Deitch, Esq., Michele Carosi, Jeff Cook, Claire King, Sherwin Archibald, Stephen Tucker, Esq., Beth Ferlicchi, Esq., Renee Johnson-Payne, Laurie Lawhon.

ITEM #1 CALL TO ORDER

Pursuant to N.J.S.A. 10:4-10, with a quorum present, the meeting was called to order at approximately 1:00 p.m. In accordance with the Sunshine Law and N.J.S.A. 10:4-10, due notice of this meeting was given to the *Atlantic City Press*, *Newark Star Ledger*, and *Trenton Times* on July 11, 2022. Copies of these notices are on file with the New Jersey Secretary of State.

ITEM #2 ROLL CALL

Stephanie Brown, Ed.D.	–	Present
Richard Casey	–	Present
Christopher Carrubba	–	Absent
Irene LeFebvre	–	Present

Joseph Meloche, Ed.D.	–	Present*
Chris Russo, Ed.D.	–	Present
Vacant	–	Not applicable
Dana Sullivan	–	Present
Damaris Gurowsky	–	Present

*Meloche joined the meeting at approximately 1:05 p.m.

ITEM #3 ACCEPTANCE OF THE PUBLIC SESSION MINUTES OF SEPTEMBER 21, 2022.

Action Taken: Moved (Sullivan)\ Second (LeFebvre)\ Carried (Affirmative Votes = Brown, Casey, LeFebvre, Russo, Sullivan and Gurowsky) to accept the September 21, 2022 Board of Trustees meeting minutes.

ITEM #4 PUBLIC PARTICIPATION

Public participation was invited. There was no public participation.

ITEM #5 SUB-FUND LIASON REPORTS

James Ridgway representing CAIP noted the latest meeting was successful and discussed the topics. Also discussed the availability of State funding for mapping of schools.

Jay Lynch representing MOCSIF noted the latest meeting was successful and noted they will be participating in the upcoming NJSBA convention.

Latonya Brennan representing ERIC North noted the successful collaboration between MOCSIF and ERIC North in providing quality topics to their sub-funds.

ITEM #6 DISCUSSION ITEMS

A. Executive Director report.

Jill Deitch, Executive Director, provided an overview of her report and an update on the status of the organization.

B. Accounting / finance report.

Michele Carosi, Chief Financial Officer, provided an overview of her report and an update on the status of the department

C. Underwriting report.

Claire King, Underwriting Manager, provided an overview of her report and an update on the status of the department.

D. Claims report.

Sherwin Archibald, Claims Manager, provided an overview of his report and an update on the status of the department. Archibald discussed some of the factors in recent claims development on for the auto property damage fund.

E. Information technology report.

Jeff Cook, Information Systems Manager, provided an overview of his report and an update on the status of the department.

ITEM #7 DISCUSSION ITEMS

A. WTW Net liabilities (reserve) study, presentation

Presented by Deitch and Mina.

B. Executive Director contract

Presentation of this topic was deferred until closed (executive) session.

ITEM #8 ACTION ITEMS

A. WTW Net liabilities (reserve) study, adoption (NJSIG No. 1022-1).

Presented by Carosi.

Action Taken: Moved (Sullivan)\ Second (LeFebvre)\ Carried (Affirmative Votes = Brown, Casey, LeFebvre, Meloche, Russo, Sullivan and Gurowsky) to approve the resolution as presented. No opposition or abstentions.

B. Safety grant declaration (NJSIG No. 1022-2).

Presented by Carosi.

Action Taken: Moved (Sullivan)\ Second (LeFebvre)\ Carried (Affirmative Votes = Brown, Casey, LeFebvre, Meloche, Russo, Sullivan and Gurowsky) to approve the resolution as presented. No opposition or abstentions.

C. Cash Management and Investment Plan (NJSIG No. 1022-3).

Presented by Carosi.

Action Taken: Moved (Sullivan)\ Second (Meloche)\ Carried (Affirmative Votes = Brown, Casey, LeFebvre, Meloche, Russo, Sullivan and Gurowsky) to approve the resolution as presented. No opposition or abstentions.

D. Checking accounts and new claims ratification (NJSIG No. 1022-4).

Presented by Carosi.

Action Taken: Moved (LeFebvre)\ Second (Meloche)\ Carried (Affirmative Votes = Brown, Casey, LeFebvre, Meloche, Russo, Sullivan and Gurowsky) to approve the resolution as presented. No opposition or abstentions.

E. Contracting: Property, GL, AL Field Adjuster Services (NJSIG No. 1022-5).

Presented by Archibald.

Action Taken: Moved (LeFebvre)\ Second (Sullivan)\ Carried (Affirmative Votes = Brown, Casey, LeFebvre, Meloche, Russo, Sullivan and Gurowsky) to approve the resolution as presented. No opposition or abstentions.

ITEM #9 NEW BUSINESS

None.

ITEM #10 CLOSED (EXECUTIVE) SESSION

Action Taken: Moved (Meloche)\ Second (LeFebvre)\ Carried (Affirmative Votes = Brown, Casey, LeFebvre, Meloche, Russo, Sullivan and Gurowsky) to enter closed session at 1:54 p.m. No opposition or abstentions.

WHEREAS, N.J.S.A. 10:4-6 et. seq., (“the Open Public Meetings Act”), authorizes public entities to meet in executive session under certain circumstances; and

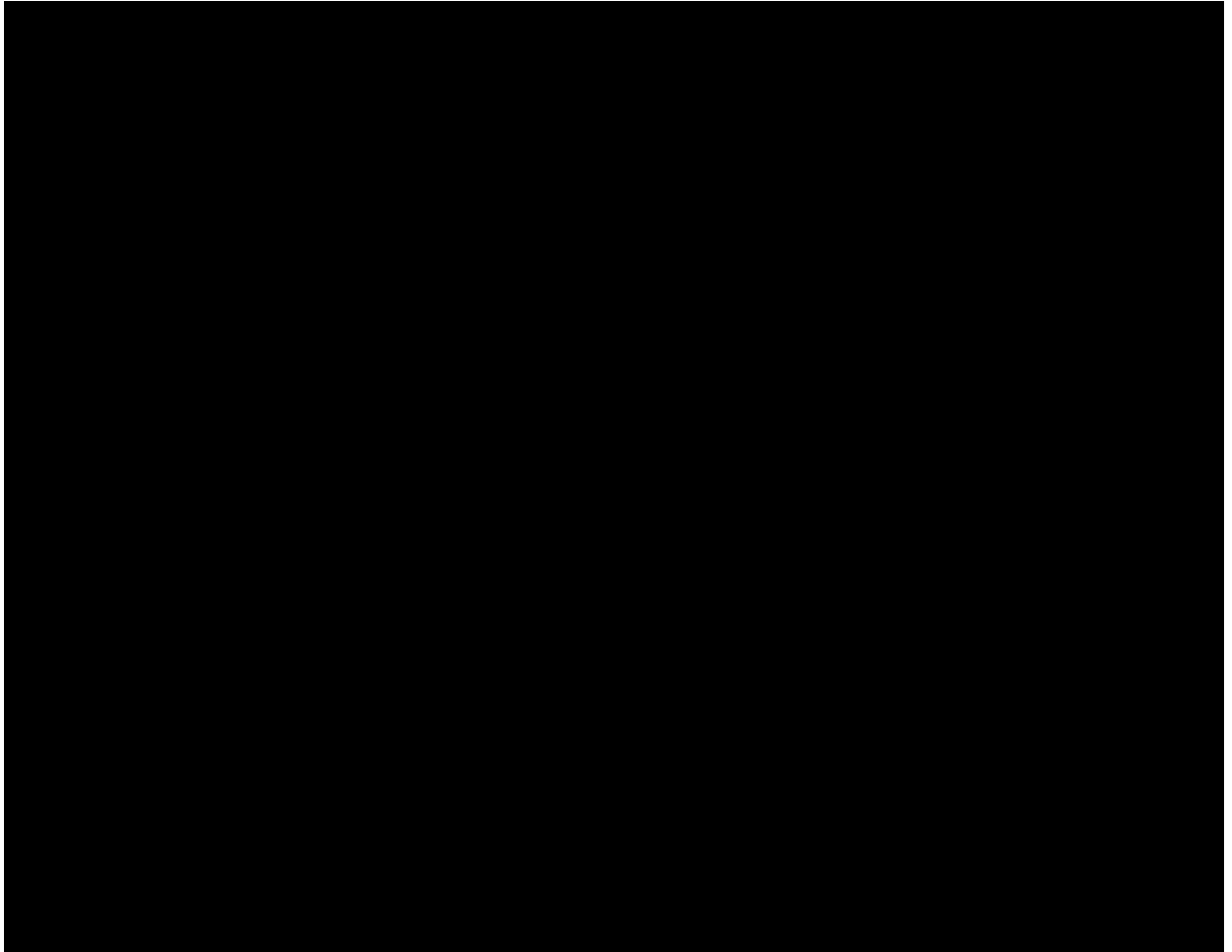
WHEREAS, the Open Public Meetings Act requires that the Group adopt a resolution at a public meeting to go into private session; now, therefore,

BE IT RESOLVED by the Board of Trustees of the New Jersey Schools Insurance Group that it is necessary to meet in executive session to discuss certain items involving:

- A. Litigation;
- B. Matters involving attorney client privilege;
- C. Matters involving pending contract negotiation; and,
- D. Matters involving terms and conditions of employment of current public employee

BE IT FURTHER RESOLVED that any discussion held by the Board of Trustees which need not remain confidential will be made public as soon as feasible. The minutes of the executive session will not be disclosed until the need for confidentiality no longer exists.

FURTHER RESOLVED that the Board of Trustees will not return to open session to conduct business at the conclusion of the executive session.



ITEM #11 ADJOURN MEETING

Action Taken: M (Sullivan)\ S (Meloche)\ Carried (Affirmative Votes = Brown, Casey, LeFebvre, Meloche, Russo, Sullivan and Gurowsky) to end closed session and adjourn the meeting at approximately 2:58 p.m.