



New Jersey Schools Insurance Group  
6000 Midlantic Drive, Suite 300 North  
Mount Laurel, New Jersey 08054  
[www.njsig.org](http://www.njsig.org)

BOARD OF TRUSTEES MEETING  
Wednesday, September 20, 2023  
6000 Midlantic Drive, Suite 300 North, Mount Laurel, NJ  
Meeting 1:00 p.m.

## SEPTEMBER AGENDA

### PUBLIC SESSION

#### *ITEM #*

1. Call to Order

In accordance with the Sunshine Law and N.J.S.A. 10:4-10, due notice of all pending meetings was given to the *Newark Star Ledger*, [www.NJ.com](http://www.NJ.com), and *Trenton Times* on July 7, 2023. Notice of this meeting was also filed with the New Jersey Secretary of State. Electronic notice of this meeting was also posted to NJSIG's website at [www.njsig.org](http://www.njsig.org).

2. Roll Call

Stephanie Brown, Ed.D.  
Richard J. Casey  
Christopher Carrubba

Damaris Gurowsky  
Irene Le Febvre  
Jamie P. Moscony

Christopher Russo, Ed.D.  
Nicholas Bice  
Vacant

3. Acceptance of the public session minutes for July 19, 2023.

4. Public Participation - Opportunity for public to address the NJSIG Trustees regarding specific agenda items. Each person will have five minutes to speak.

5. Sub-fund Liaisons - Reports/Comments

6. Reports:

A. Executive Director Report

Jill Deitch

- B. Accounting/Finance Report Michele Carosi
  - C. Underwriting Report Claire King
  - D. Claims Report Sherwin Archibald
  - E. Information Technology Report Jeff Cook
  - F. Member Services and Loss Control Lauren Schilling
7. Discussion Items:
- A. Trustee nomination Jill Deitch
  - B. NJSIG’s Remote Work Pilot program - updated Jill Deitch
  - C. NJSBA Workshop - Atlantic City Oct. 23-26, 2023 Lauren Schilling
  - D. Vacant buildings, possible future policy changes Jill Deitch
8. Action Items:
- A. Contracting:
    - 1. Reinsurance brokerage services Jill Deitch  
**(NJSIG No. 0923-1)**
    - 2. Outside counsel - NEPHA hotline Lauren Schilling  
**(NJSIG No. 0923-2)**
  - B. Procurements using electronic procurement process Jill Deitch  
**(NJSIG No. 0923-3)**
  - C. Checking accounts and new claims ratification Michele Carosi  
**(NJSIG No. 0923-4)**
9. New Business
10. Executive Session

**EXECUTIVE SESSION**

**EXECUTIVE SESSION RESOLUTION**

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; and/or
- B. Matters involving attorney client privilege; and/or
- C. Matters involving pending contract negotiation; and/or
- 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.