



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 June 21, 2023
(Ratified at the Board of Trustees Meeting on July 19, 2023)**

New Jersey Schools Insurance Group's Board of Trustees Meeting of June 21, 2023 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: Bob Gemmell; Phil Williams; Morgan Dickman; David Rapuano, Esq.; Jim Ridgeway

NJSIG Staff: Jill Deitch, Esq.; Michele Carosi; Claire King; Sherwin Archibald; Beth Ferlicchi, Esq.; Chris Cozine; Karen Olsen; Kathleen Koehler; Lauren Schilling; Ivy Davis; Gabe Foeldes; Joseph Semptimphelter; Anthony Fernandez; Denise Hall; Leslie McMahon; Neil Marek

ITEM #1 CALL TO ORDER

In accordance with the Sunshine Law and N.J.S.A. 10:4-10, due notice of this meeting was given to the Newark Star Ledger and www.NJ.com on July 11, 2022, and to the Trenton Times on May 4, 2023. In addition, pursuant to N.J.S.A. 10:4-9.1, electronic notice of this meeting was also posted to NJSIG's website at www.njsig.org. Notice of this meeting was also filed with the New Jersey Secretary of State. The meeting was called to order at approximately 1:00 p.m.

ITEM #2 ROLL CALL

Stephanie Brown, Ed.D.	–	Present
Nicholas Bice	–	Present* (joined at 1:01 pm)
Richard Casey	–	Present
Christopher Carrubba	–	Present* (joined at 1:05 pm)

Damaris Gurowsky	–	Present
Irene LeFebvre	–	Present
Joseph Meloche, Ed.D.	–	Present* (joined at 1:02 pm)
Chris Russo, Ed.D.	–	Present
Vacant	–	Absent

ITEM #3 ACCEPTANCE OF THE PUBLIC AND CLOSED SESSION MINUTES OF MAY 17, 2023.

Action Taken: Moved (Casey) \ Second (LeFebvre) \ Carried (Affirmative Votes = Brown, Casey, Gurowsky, LeFebvre, Russo) to accept the May 17, 2023 Board of Trustees meeting minutes.

ITEM #4 PUBLIC PARTICIPATION

Public participation was invited. There was no public participation.

ITEM #5 SUB-FUND LIAISON REPORTS

Jim Ridgeway from CAIP noted they had a successful meeting.

Bob Gemmel from ERIC West noted they had a successful combined meeting with NJEIF, and are working hard on renewals.

ITEM #6 REPORTS

A. Executive Director report.

Jill Deitch, Esq., 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.

E. Information Technology report.

Chris Cozine, Database Administrator Supervisor, provided an overview of the Information Technology Department report and an update on the status of the department.

ITEM #7 DISCUSSION ITEMS

A. Trustee nominations; Chair, Vice Chair nominations.

Presented by Deitch. Noted recommended Trustee nomination of Jamie Moscony, Superintendent of Cape May Technical School District in Cape May County.

B. July 19, 2023 Board retreat topics.

Presented by Deitch.

C. Return of surplus program; update.

Presented by Deitch.

ITEM #8 ACTION ITEMS

A. 2023/2024 Budget – Second reading (NJSIG No. 0623-01)

Presented by Carosi.

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

B. 2023/2024 Plan of Risk Management – Second reading (NJSIG No. 0623-02)

Presented by Deitch.

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

C. 2023/2024 Meeting dates – First reading (NJSIG No. 0623-03)

Presented by Deitch.

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

D. Trustee nominations (NJSIG No. 0623-04)

Presented by Deitch.

Action Taken: Moved (Gurowsky) \ Second (LeFebvre) \ Carried (Affirmative Votes = Brown, Casey, Gurowsky, LeFebvre, Russo, Bice, Carrubba, Meloche) to approve the resolution as presented, with the following changes: Jamie Moscony was nominated to serve the unexpired portion of Trustee Meloche's term, i.e., from 7/1/2023 - 6/30/2024, and will be up for re-nomination for a three-year term in 2024. Chairperson Christopher Russo, Ed.D., was re-nominated for another three-year term as Trustee and Chairperson, but plans to serve as Chairperson for one year only. LeFebvre was nominated to serve as Vice Chairperson; her term expires 6/30/2025. No opposition or abstentions.

E. Excess and reinsurance for 2023/2024 policy year (NJSIG No. 0623-05)

Presented by Deitch.

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

F. Position grades and wage ranges (NJSIG No. 0623-06)

Presented by Deitch.

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

G. Checking accounts & new claims ratification (NJSIG No. 0623-07)

Presented by Carosi.

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

H. Contracting:

1. Actuarial services (NJSIG No. 0623-08).

Presented by Deitch.

Action Taken: Moved (LeFebvre) \ Second (Bice) \ Carried (Affirmative Votes = Brown, Casey, Gurowsky, LeFebvre, Russo, Bice, Carrubba, Meloche) to approve

the resolution as presented. No opposition or abstentions.

2. Outside counsel - GL, WC, complex, school/educ. (NJSIG No. 0623-09).

Presented by Archibald.

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

3. Outside counsel - coverage, subro., SBIG (NJSIG No. 0623-10).

Presented by Archibald.

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

4. Outside counsel - check fraud matter (NJSIG No. 0623-11).

Presented by Archibald.

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

5. School employee training services (NJSIG No. 0623-12).

Presented by Schilling.

Action Taken: Moved (Carrubba) \ Second (Meloche) \ Carried (Affirmative Votes = Brown, Casey, Gurowsky,

LeFebvre, Russo, Bice, Carrubba, Meloche) to approve the resolution as presented. No opposition or abstentions.

6. Data communication network services (NJSIG No. 0623-13).

Presented by Cozine.

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

7. Purchase of ESX server hardware (NJSIG No. 0623-14).

Presented by Cozine.

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

I. Return of surplus, member amounts (NJSIG No. 0623-15).

Presented by Deitch.

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

ITEM #9 NEW BUSINESS

No new business.

ITEM #10 CLOSED (EXECUTIVE) SESSION

Action Taken: Moved (Carrubba) \ Second (Gurowsky) \ Carried (Affirmative Votes = Brown, Casey, Gurowsky, LeFebvre, Russo, Bice, Carrubba, Meloche) to enter closed session at approximately 1:40 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

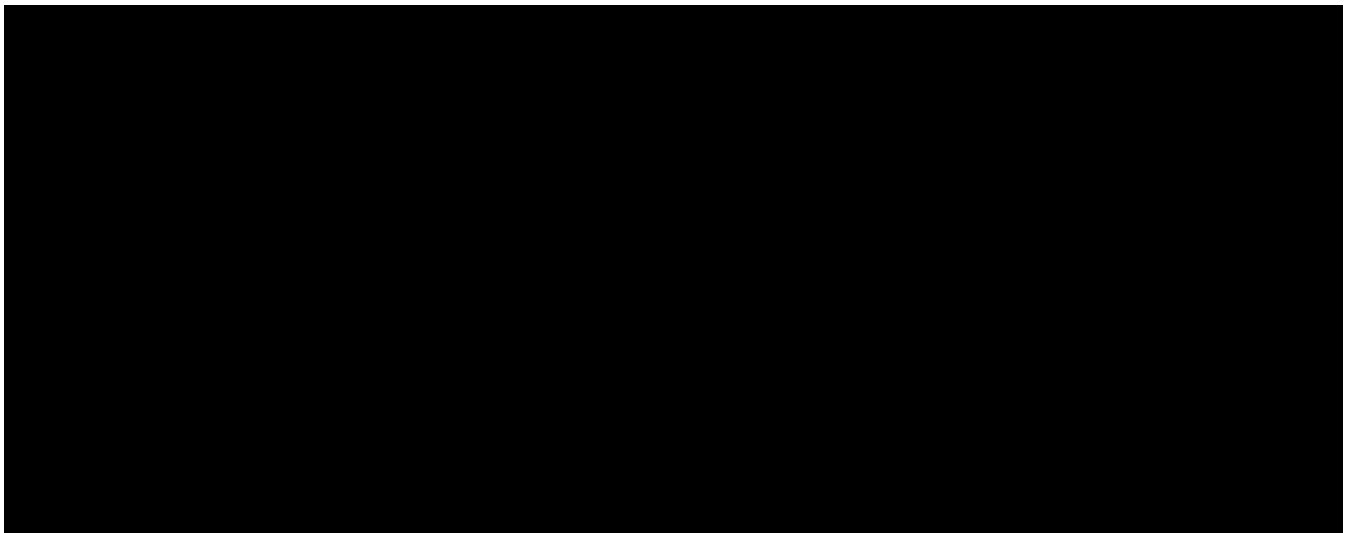
WHEREAS, the Open Public Meetings Act requires that the Group adopt a resolution at a public meeting to go into private session; now, therefore,

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; and,
- B. Matters involving attorney-client privilege.

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/closed session.





ITEM #11 ADJOURN MEETING

Action Taken: Moved (Meloche) \ Second (Gurowsky) \ Carried (Affirmative
Votes = Brown, Casey, Gurowsky, LeFebvre, Russo, Bice, Carrubba,
Meloche) to adjourn the meeting at approximately 1:55 p.m.