



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

Board of Trustees Meeting of June 12, 2019
Board of Trustees Meeting Minutes of May 15, 2019

New Jersey Schools Insurance Group's (NJSIG) Board of Trustees Meeting of May 15, 2019 at NJSIG's Mount Laurel office.

ATTENDEES

Trustees: Thomas F. Connors, Ph.D., Joseph Meloche, Ed. D., Dennis Quinn, Steve Robinson, Christopher Russo, Ed. D., and Dana Sullivan

Participants: David Rapuano, Esquire of *Archer & Greiner*, Jane Kershner, Field Services Director and Theresa Lewis, Field Service Representative of *New Jersey School Boards Association*

NJSIG

Staff: William Mayo, *Executive Director*, Michele Carosi, *Comptroller*, Jill Deitch, *Chief Legal Officer*, Beth Ferlicchi, *Assistant General Counsel*, Stephen Tucker, *Assistant General Counsel*, Jeffrey Cook, *Information Systems Manager*, Debra Rice, *Interim Client Relations and Safety and Risk Control Manager*, Claire King, *Interim Underwriting Manager* and Renee Johnson-Payne, *Executive Assistant*

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 4:04 p.m. In accordance with the Sunshine Law and N.J.S.A. 10:4-10, due notice of all pending meetings was given to the *Atlantic City Press*, *Newark Star Ledger*, and *Trenton Times* on October 20, 2018. Copies of these notices are on file with the New Jersey Secretary of State.

ITEM #2 ROLL CALL

Thomas F. Connors, Ph.D.	√	Joseph Meloche, Ed.D	√	Steven K. Robinson	√
James J. Jencarelli, Jr.	A	Gerald North	A	Christopher Russo, Ed.D.	√
Irene Le Febvre	A	Dennis Quinn	√	Dana Sullivan	√

ITEM #3 ACCEPTANCES OF THE PUBLIC AND EXECUTIVE SESSION MINUTES OF MARCH 20, 2019.

Action Taken: M (Quinn)\ S (Sullivan)\ Carried (Affirmative Votes = Connors, Meloche, Quinn, Robinson, Russo, Sullivan) to accept the March 20, 2019 public and executive session Board of Trustees meeting minutes.

ITEM #4 PUBLIC PARTICIPATION

There was no public participation.

ITEM #5 SUB-FUND LIAISONS – Reports/Comments

There were no sub-fund liaison reports.

ITEM #6 REPORTS:

A. Executive Director

William Mayo, Executive Director, explained there were no new job openings, but provided clarity for the redefinition of existing job openings.

B. Comptroller

Comptroller, Michele Carosi, explained the investment income in the budget for the finance committee.

C. Client Relations and Safety and Risk Control

Debra Rice, Interim Client Relations and Safety and Risk Control Manager, reported that NJSIG will be going out to RFP for an incident reporting system. Debra Rice invited Trustees to participate.

D. Underwriting

Claire King, Interim Underwriting Manager, reported renewal season began about two weeks ago and things are going remarkably well. The rate increases have been well received.

E. Claims

Jill Deitch, Chief Legal Officer, explained the number of claims that were reported and those that were effectively closed.

Sherwin Archibald, Liability Claims Supervisor, detailed several favorable outcomes.

F. Information Technology

Jeff Cook, Information Systems Manager, had no additions to his written report.

William Mayo, Executive Director, expressed appreciation for the superior work Jeff Cook and his team do.

ITEM #7 DISCUSSION ITEMS:

A. Senate No. 477

William Mayo, Executive Director, explained Senate No. 477 was signed into law and the implications NJSIG will withstand.

William Mayo further explained the law greatly extends the statute of limitations for sexual abuse and molestation cases. The law also removes the defenses for title 59.

William Mayo proposed developing a residual claim fund as a potential solution to resolve the future claims.

B. Executive Director search timeline/ad

William Mayo, Executive Director, introduced Jane Kershner, Director of Field Services and Theresa (Terri) Lewis, Field Service Representative from the New Jersey School Boards Association. They are managing the Executive Director search.

Jane Kershner, presented the Executive Director search timeline and Executive Director advertisement.

D. 2019/2020 Draft Budget

William Mayo, Executive Director, explained in detail the draft 2019/2020 budget and solicited questions. The 2019/2020 budget will be an action item on the June agenda.

E. 2019/2020 Draft Plan of Risk Management

Jill Deitch, Chief Legal Officer, explained the Legal team made minor updates to the PoRM's verbiage for clarity.

F. 2019/2020 Draft Meeting Dates

William Mayo, Executive Director, introduced the proposed 2019/2020 meeting dates and recommended finding a new date for the August meeting.

ITEM #8 ACTION ITEMS:

A. Executive Director job description

Action Taken: M (Sullivan)\ S (Quinn)\ Carried (Affirmative Votes = Connors, Meloche, Quinn, Robinson, Russo, Sullivan) to approve the Executive Director job description with the updated language.

B. Policy First Reading:

B1. Policy 6250 Tuition Reimbursement

Action Taken: M (Sullivan)\ S (Russo)\ Carried (Affirmative Votes = Connors, Meloche, Quinn, Robinson, Russo, Sullivan) to approve policy 6250 Tuition Reimbursement as a first reading with an update to language.

C. Policy Second Reading

C1. Policy 8030 Employment Practices Counseling Hotline

Action Taken: M (Quinn)\ S (Robinson)\ Carried (Affirmative Votes = Connors, Meloche, Quinn, Robinson, Russo, Sullivan) to approve policy 8030 Employment Practices Counseling Hotline as a second reading.

D. Checking Accounts & New Claims Ratification

Action Taken: M (Robinson)\ S (S)\ Carried (Affirmative Votes = Connors, Meloche, Quinn, Robinson, Russo, Sullivan) to approve and ratify the checks and new claims which have been issued from accounts XXXXXXXX210 (operating account) and XXXXXXXX229 (claim account) for the period of 3/1/2019 to 4/30/2019 as shown in the online (Microscribe) version of the meeting package.

ITEM #9 NEW BUSINESS

William Mayo

William Mayo, CPCU, ARM
Executive Director