



New Jersey Schools Insurance Group
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Board of Trustees Meeting of November 18, 2019
Board of Trustees Meeting Minutes of October 21, 2019

New Jersey Schools Insurance Group's (NJSIG) Board of Trustees Meeting of October 21, 2019 at Dock's Oyster House, Atlantic City, NJ.

ATTENDEES

Trustees: Irene Le Febvre, Thomas F. Connors, Ph.D., Joseph Meloche, Ed. D., Christopher Russo, Ed. D., Steven K. Robinson and Dana Sullivan

Participants: David Rapuano, Esquire of *Archer*

NJSIG

Staff: William Mayo, *Executive Director*, Michele Carosi, *Chief Financial Officer*, Jill Deitch, *Chief Legal Officer*, Jeff Cook, *Information Systems Manager*, Debra Rice, *Client Relations and Safety and Risk Control Manager*, Claire King, *Underwriting Manager* and Sherwin Archibald, *Claims Manager*

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 4:00 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 October 18, 2019. 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	√	Christopher Russo, Ed.D.	√
James J. Jencarelli, Jr.	A	Dennis Quinn	A	Dana Sullivan	√
Irene Le Febvre	√	Steven K. Robinson	√		

ITEM #3 EXECUTIVE SESSION

Action Taken: M (Russo)\ S (Connors)\ Carried (Affirmative Votes = Connors, Le Febvre, Meloche, Robinson, Russo and Sullivan) Motion to go into executive session. Note: no NJSIG staff was present during this executive session.

Action Taken: M (Russo)\ S (Connors)\ Carried (Affirmative Votes = Connors, Le Febvre, Meloche, Robinson, Russo and Sullivan) Motion to adjourn executive session and go into public session. 4:49 pm.

ITEM #4 ACTION ITEM

Action Taken: M (Robinson)\ S (Russo)\ Carried (Affirmative Votes = Connors, Le Febvre, Meloche, Robinson, Russo and Sullivan) Motion to appoint Jill Deitch as Executive Director. After conducting a comprehensive candidate search with the assistance of the New Jersey School Boards Association, the Board selects Jill Deitch as the next Executive Director of the New Jersey Schools Insurance Group, which shall be effective December 1, 2019 at the initial annual salary of \$210,000. The remaining specifics of the contract between the Group and Ms. Deitch shall be formalized and brought before the Board at its next meeting.

ITEM #5 ACCEPTANCE OF THE PUBLIC SESSION MINUTES OF AUGUST 26, 2019 AND SEPTEMBER 18, 2019 AND THE EXECUTIVE SESSION MINUTES FROM JUNE 12, 2019 AND SEPTEMBER 18, 2019.

Action Taken: M (Quinn)\ S (Sullivan)\ Carried (Affirmative Votes = Connors, Le Febvre, Meloche, Robinson, Russo and Sullivan) to accept the August 26 and September 18, 2019 public session Board of Trustees meeting minutes and the executive session minutes from June 12, 2019 and September 18, 2019.

ITEM #6 PUBLIC PARTICIPATION

There was no public participation.

ITEM #7 SUB-FUND LIAISONS – Reports/Comments

There were no sub-fund liaison reports.

ITEM #8 REPORTS:

Executive Director:

William Mayo, Executive Director, discussed the state of the insurance market. NJSIG will be exploring all available options.

Accounting/Finance:

Michele Carosi, Chief Financial Officer, discussed the content of her report and that the auditors and representatives from Wilmington Trust will attend the next Board meeting.

Safety and Risk Control and Client Relations:

Debra Rice, Client Relations/Safety and Risk Control Manager, had nothing to add to her report.

Underwriting:

Claire King, Underwriting Manager, had nothing to add to her report.

Information Technology:

Jeff Cook, Information Systems Manager, had nothing to add to his report.

Claims:

Sherwin Archibald, Claims Manager, discussed the long and short term goals for the department.

ITEM #9 DISCUSSION ITEMS:

The Trustees agreed to move the November meeting to November 18, 2019 at 3 p.m.

ITEM #10 NEW BUSINESS

The Board of Trustees selects Jill Deitch as NJSIG's new Executive Director, effective December 1, 2019.

ITEM #11 EXECUTIVE SESSION

Action Taken: M (Robinson)\ S (Russo)\ Carried (Affirmative Votes = Connors, Le Febvre, Meloche, Robinson, Russo and Sullivan) to go into executive session to discuss matters of Litigation. 5:00pm

Action Taken: M (Connors)\ S (Russo)\ Carried (Affirmative Votes = Connors, Le Febvre, Meloche, Robinson, Russo and Sullivan) to close executive session and adjourn the meeting. 5:10pm.

William Mayo

William Mayo, CPCU, ARM
Executive Director