

POOLED INSURANCE PROGRAM OF NEW JERSEY

MINUTES BOARD OF TRUSTEES

September 25, 2013

North Jersey Country Club

The September 25, 2013 Board of Trustees meeting of the **POOLED INSURANCE PROGRAM OF NEW JERSEY**, was called to order by the J. Tevis, Chairman, 11:30 AM at NJCC. Open Public Meeting Act read into Minutes by Chairman Tevis.

ROLL CALL OF TRUSTEES:

CHAIRPERSON	MONTVILLE BOE	PRESENT
JIM TEVIS		

VICE CHAIR/SECRETARY		
BARBARA FRANCISCO	WEST MILFORD BOE	PRESENT

PAUL A. GERBER	PASSAIC VALLEY REG	PRESENT
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KAREN PERKINS	CLIFTON BOARD	PRESENT
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NANCY CIAVAGLIA	POMPTON LAKES BOE	ABSENT
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GARY GREMBOWIEC	RIVERDALE BOE	PRESENT
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DONNA FELEZZOLA	BERKELEY HEIGHTS	PRESENT
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MEMBERSHIP ATTENDANCE

Susan Tindal	Parsippany-Troy Hills	Absent
Michael Leary	North Haledon Board	Absent
George Hagl	Bloomington Board	Absent
Geraldine Callinan	Randolph Board	Present
Dora Zeno	Jefferson Twsp. Board	Absent
Jim Minkewicz	Kinnelon Board	Present
Barbara Decker	Pequannock Twp Board	Present
Sue Anne Marcello	Union County Vo Tech	Present
Kathryn Davenport	Lakeland Regional BOE	Present
Barbara Murphy	Butler BOE	Present
Steve DiGeronimo	Millburn Board	Absent
Renee Taveniere	Cedar Grove BOE	Absent
William Moffitt	Hoboken BOE	Present

FUND PROFESSIONALS PRESENT

FUND ADMINISTRATOR

**BURTON AGENCY INC.
Debra Ginetto**

INSERVCO

Debra Stout

BROKER

**POLARIS GALAXY
Maria Makos
Linda D'Alessio
John Serapiglia**

TREASURER

Bill Van Tassel

BROKER

**WILLIS Insurance Services
John Moore**

RISK MANAGERS

**Maria Makos
Lee Nestel
Jeff Kane**

AUDITOR

**Absent
Nisivoccia & Co.**

FIRST MCO

Thea A Isabella

OTHERS PRESENT

None

MOTION WAS MADE TO APPROVE THE MINUTES OF JUNE 12, 2013

**MOVED: Donna Felezzola
SECONDED: Paul Gerber
VOTE: Unanimous**

MOTION TO APPROVE THE June, July and August TREASURER'S REPORT AND BILLS LIST

MOVED: Paul Gerber
SECOND: Gary Grembowiec
VOTE: 6 Yeas 0 Nays 0 Abstentions

EXECUTIVE DIRECTOR'S REPORT

Review of Paid and Reserve in Agenda. Fund is looking at an average of a 50% return for last 4 years. Overall average return for last 8 years is 42%. That is in addition to the 25% upfront discount.

Return of Surplus distributed at meeting

Payroll information for 2012-2013 was reviewed and due by December 31, 2013

Membership Renewal – July 1, 2014. Zurich 3 year rate lock expires 2014. Willis will work with Zurich to try and secure another 3 year program. As a back up, they will be ready to send out information to other markets.

• Items Reviewed:

Post Offer Medical Exams – past or fail notification by email/fax or phone

WC Procedures and Use of Facility Forms – to be sent out electronically

Lack of Supervision Claims – Assault – Molestation Claims, real life examples in local school boards

Polaris Galaxy Report

Policies were distributed to the members that participate in All Lines.

WILLIS Insurance Services

Policies were distributed, including new Cyber Liability. Schedule of Insurance was noted.

No changes in coverage.

SAFETY REPORT

The (3) Safety Seminars this summer were held at: July 11th at Clifton BOE, July 25th at Millburn BOE and August 1st at Pompton Lakes BOE.

Chuck Baker gave an update on attendance. After discussion at the Safety Committee meeting, Chuck is going to do quarterly Safety Bulletins. Committee is going to explore an on line Safety Program, Safe Schools for 7/1/2013.

FIRST MCO

Kelly Royce reviewed first quarter report and distributed loss time reports to all members present for discussion.

OLD BUSINESS

NONE

NEW BUSINESS

None

MOTION TO ADJOURN MEETING

MOVED:	Jim Tevis
SECOND:	Paul Gerber
VOTE:	UNANIMOUS

MEETING ADJOURNED: 1:00 PM

Jim Tevis, Chairman

Date

