

**POOLED INSURANCE PROGRAM OF NEW JERSEY
MINUTES
BOARD OF TRUSTEES**

JUNE 11, 2015

Lunello's

The June 11, 2015 Board of Trustees meeting of the **POOLED INSURANCE PROGRAM OF NEW JERSEY**, was called to order by James Tevis, Chairman, 11:30 AM at Lunello. Open Public Meeting Act read into Minutes by Chairman.

ROLL CALL OF TRUSTEES:

CHAIRPERSON JAMES TEVIS	MONTVILLE BOE	PRESENT
VICE CHAIR/SECRETARY BARBARA FRANCISCO	WEST MILFORD BOE	PRESENT
BARBARA DECKER	PEQUANNOCK TWP	PRESENT
KAREN PERKINS	CLIFTON BOARD	PRESENT
NANCY CIAVAGLIA	POMPTON LAKES BOE	PRESENT
KATHRYN DAVENPORT	LAKELAND REG.	PRESENT
DONNA FELEZZOLA	BERKELEY HEIGHTS BOE	PRESENT

MEMBERSHIP ATTENDANCE

Ronald Smith	Parsippany-Troy Hills	Absent
George Hagl	Bloomington Board	Absent
Geraldine Callinan	Randolph Board	Absent
Manal Fouad	Jefferson Twps. Board	Present
Kerry Keane	Kinnelon Board	Absent
Mark Kramer	Passaic Valley Reg.	Present
Sue Anne Marcello	Union County Vo Tech	Absent
Steve DiGeronimo	Millburn Board	Absent
Renee Taveniere	Cedar Grove BOE	Present
Estrella Molinet	Riverdale	Absent
William Moffitt	Hoboken BOE	Absent
Damaris Gurowsky	Denville BOE	Absent

FUND PROFESSIONALS PRESENT

FUND ADMINISTRATOR

**BURTON AGENCY INC.
Debra Ginetto**

INSERVCO

**Terry Sheerin/Nancy Fowkles
Charles Baker, Safety**

BROKER

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

TREASURER

Bill Van Tassel

BROKER

**WILLIS Insurance Services
John Moore
John Redmond**

RISK MANAGERS

**Dennis Tarantino
Linda D'Alessio
Lee Nestel
Lindsay Klein
Tom Sweeney**

AUDITOR

**Bud Jones, CPA
Nisivoccia & Co.**

FIRST MCO

Kelly Royce

WC ATTORNEY

Ian Zolty

OTHERS PRESENT

None

MOTION WAS MADE TO APPROVE THE MINUTES OF MARCH 26, 2015

MOVED: Donna Felezzola
SECONDED: Barbara Decker
VOTE: 7 Yeas 0 Nays 0 Abstentions

MOTION TO APPROVE THE March, April and May TREASURER'S REPORT AND BILLS LIST

MOVED: Donna Felezzola
SECOND: Barbara Francisco
VOTE: 7 Yeas 0 Nays 0 Abstentions

Treasurer distributed checks to those members that had a return on their payroll audit with the balance to be mailed.

Treasurer informed the members that Bank of America is closing out their Public Entity Accounts immediately so he will place what is left with them in several other banks.

MOTION TO APPROVE THE DECEMBER 31, 2014 INTERIM AUDIT PREPARED BY NISIVOCCIA & CO. and FILE WITH THE DEPARTMENT OF BANKING AND INSURANCE

MOVED: Donna Felezzola
SECONDED: Karen Perkins
VOTE: 7 Yeas 0 Nays 0 Abstentions

Bud Jones commented that at the Fund is in great financial condition and will be in a good position to take advantage of the new interest rates when available.

RE-ORGANIZATION MEETING

Election of 2 Trustee (1) renew a 3 year term for James Tevis, and (2) to replace Barbara Decker for a (1) year term

Recommendations for Nominations:

James Tevis for a Term of 3 Years, June 30, 2018

Renee Taveniere for a Term of 1 Year, June 30, 2016

MOTION WAS MADE TO ELECT James Tevis for a 3 Year Term to expire June 30, 2018 and Renee Taveniere for a 1 Year Term, to expire June 30, 2016

MOVED: Kathryn Davenport
SECOND: Donna Felezzola
VOTE: Unanimous

MOTION WAS MADE TO RE-ELECT JAMES TEVIS AS CHAIRPERSON AND RE-ELECT BARBARA FRANCISCO AS VICE CHAIRPERSON/SECRETARY for July 1, 2015 through June 30, 2016

MOVED: Karen Perkins
SECONDED: Donna Felezzola
VOTE: Unanimous

Karen Perkins moved that the reelection of the incumbent Fund Trustees, and the new Trustee(s), for the terms listed below:

James Tevis, Chairperson	3 Years Ending 6/30/2018
Barbara Francisco, Vice Chairperson/Secretary	2 Years Ending 6/30/2017
Renee Taveniere	1 Year Ending 6/30/2016
Kathryn Davenport	1 Year Ending 6/30/2016
Donna Felezzola	1 Year Ending 6/30/2016
Karen Perkins	2 Years Ending 6/30/2017
Nancy Ciavaglia	2 Years Ending 6/30/2017

The motion was seconded by Donna Felezzola and unanimously approved.

MOTION WAS MADE TO RENEW ALL PROFESSIONAL APPOINTMENTS, ASSESSMENTS AND MANAGEMENT PLANS for July 1, 2015 through June 30, 2016: B, C, D, E, F, G, H, I, J, and K, listed in the Agenda

MOVED: Kathryn Davenport
SECOND: Barbara Francisco
VOTE: 7 Yeas 0 Nays 0 Abstentions

EXECUTIVE DIRECTOR'S REPORT

The Executive Director summarized the Self-Insured and the Insured Program for 2015-2016.

- **Self-Insured/ Workers' Compensation - There was an overall increase for the Fund of 3.5%. The upfront discount is 50% for 2015. The overall mod for the Fund is excellent, .589**
- **Fully Insured/Property & Liability – Package Policy through Zurich: In the 2nd year of the 3 Year Rate Program, no more than 2% rate increase in each of the years. Overall Fund increase for all lines, including School Board Legal was 4%. Five BOE had increased exposures. School Board Legal – Retention Changes: Everyone will have a minimum retention on the Employment Practices Liability of \$15,000.**

The Executive Director reported on the Paid and Reserve Claim Report in the Agenda. The Fund is doing very well so far this year with paid and reserves well below the Loss Fund.

Return of Surplus will be distributed in September.

WILLIS Insurance Services

Binders were distributed with ID cards for vehicles. Schedule of Insurance was noted. Cyber Liability limits were increased to \$2 Million/\$4 Million

FIRST MCO

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

CLOSED SESSION

6 Claims were discussed and approved for settlement in Closed Session

OLD BUSINESS

NONE

NEW BUSINESS

North Brunswick BOE was submitted and is under underwriting review.
MOTION TO APPROVE North Brunswick BOE AS A POTENTIAL NEW MEMBER OF PIP-NJ FOR INSURED and WC PROGRAM EFFECTIVE JULY 1, 2015 CONTINGENT UPON MEETING ALL UNDERWRITING CRITERIA AND THEIR BOARD APPROVAL

MOVED: Donna Felezzola
SECOND: Barbara Francisco
VOTE: 7 Yeas 0 Nays 0 Abstentions

MOTION TO ADJOURN MEETING

MOVED: Karen Perkins
SECOND: Renee Taveniere
VOTE: UNANIMOUS

MEETING ADJOURNED: 1:00 PM

James Tevis, Chairman

Date

