
PUBLIC ALLIANCE INSURANCE COVERAGE FUND

**EXECUTIVE COMMITTEE'S MEETING MINUTES
September 15, 2020**

I. Call to Order – Cynthia Ege, Chairperson

The meeting was called to order via teleconference at 9:36 a.m. by Chairperson Ege.

II. Open Public Meetings Statement – Cynthia Ege, Chairperson

The Open Public Meetings Act was read by Chairperson Ege.

III. Roll Call

<u>Executive Committee</u>		<u>Attendance</u>
Joseph Kennedy (a. 9:48 am)	Belvidere Township	Present
Kevin Davis	Hunterdon County	Present
Cynthia Ege	City of Lambertville	Present
Grace Brennan	Union Township	Absent

Executive Committee - Alternates

Jeffrey DeAngelis	Franklin Township	Present
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Fund Commissioners Present

Walter Baumgartner	Bethlehem Township
Michael Zichelli	Borough of Glen Ridge

Also Present

Chuck Hartsoe	PEGAS
Barbara Murphy	PEGAS/Risk & Loss Managers, Inc.
Michaelene Miller	
M. Paige Berry	Saul Ewing Arnstein & Lehr, LLP
Robert Granata	Highland Claim Services, Inc.
Lisa Pflug	
Jennifer Goldstein	Medlogix
Michael Niznik	Partnership Safety Consultants
Gregory Della Pia	Treasurer
Sharon Cooper	Acrisure
Tom Narolewski	Assured Partners
Tom Stenberg	
Bob Gemmell	Brown & Brown Metro
Roger Roux	SB One Insurance

IV. Introduction of Guests

There were no introductions.

V. Approval of the May 12, 2020 Executive Committee's Open Meeting Minutes.

Motion to approve the May 12, 2020 Executive Committee's Open Meeting Minutes.

Moved: Kevin Davis

Seconded: Grace Brennan

Vote: Approved: Unanimous Nay:

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VI. Reports

A. Chairperson – Cynthia Ege

There was no report.

B. MEL Delegate’s Report – Kevin Davis

As per the report included in the agenda package.

Barbara Murphy stated that the MEL had released a flat preliminary rate table and budget numbers for the 2021 fund year.

Barbara Murphy stated that a compilation of the Model 2021-2022 Employment Practices Liability Program recently distributed to members was included with the agenda package. She stated that the Protecting Children from Abuse webinar training would satisfy the requirement for managers and supervisor’s training. She stated that dates for the police command staff training would be released shortly. She reminded members that the deadline for the completed checklist was June 1, 2021.

C. Secretary – Grace Brennan

There was no report.

D. Attorney – Saul Ewing Arnstein & Lehr, LLP – M. Paige Berry

As per the report included in the agenda package.

E. Treasurer – Gregory Della Pia

The treasurer presented the Bill List, Treasurer’s Report and Investment Status.

a. Bill List

Approval of the Bill list for all Fund Years.

Motion to approve the Treasurer's Report and Bill List totaling \$1,843,530.77.

Moved: Joseph Kennedy

Seconded: Grace Brennan

Vote: Approved: Unanimous Nay:

b. Treasurer’s Report

As per the report distributed at the meeting.

c. Investment status

As per the report distributed at the meeting.

F. Administrator – Public Entity Group Administrative Services

As per the memorandum included in the agenda package.

a. 2020 Coverage and Policies and Procedures Manuals

The administrator reported that the 2020 fund year manuals were now posted on the Fund’s website.

b. 2021 Proposed Meeting Schedule

The administrator stated that the proposed 2021 meeting schedule was included in the agenda package. Discussion ensued and the consensus was to discuss the format or location for the meeting at the next meeting.

G. Loss Control Specialist – Partnership Safety Consultants

There was no report.

H. Claims Servicing Organization – Highland Claim Services, Inc.

There was no report.

I. Managed Care Services – Medlogix

As per the report included in the agenda package.

VII. Old Business

There was no old business.

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VIII. New Business

A. Introduction of the 2020 Fund Year Budget Revision #1

Barbara Murphy stated that the budget was revised to reflect a change in exposures for the Township of Readington.

Motion to introduce the 2020 Fund Year Budget Revision #1.

Moved: Grace Brennan

Seconded: Kevin Davis

Vote: Approved: Unanimous Nay:

IX. Public Comment

There was no public comment.

X. Closed Session

A. Motion to adjourn open session.

Moved: Grace Brennan

Seconded: Kevin Davis

Vote: Approved: Unanimous Nay:

Open Session was adjourned at 10:19 a.m.

B. Motion to adjourn closed session.

Moved: Kevin Davis

Seconded: Joseph Kennedy

Vote: Approved: Unanimous Nay:

Closed Session was adjourned at 10:36 a.m.

C. Claims Payment Authorizations Established in Closed Session

Motion to approve claim payments and authorize actions established in Closed Session.

Moved: Joseph Kennedy

Seconded: Grace Brennan

Vote: Approved: Unanimous Nay:

XI. Claims Subcommittee Report

Motion to ratify the June 9, 2020 Claims Subcommittee Meeting Minutes.

Moved: Kevin Davis

Seconded: Grace Brennan

Vote: Approved: Unanimous Nay:

XII. Adjournment

Moved: Kevin Davis

Seconded: Grace Brennan

Vote: Approved: Unanimous Nay:

The meeting was adjourned at 10:37 a.m.

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The next meeting will be held on **November 24, 2020** at 9:30 a.m.

Respectfully submitted,

Authorized Signature