
PUBLIC ALLIANCE INSURANCE COVERAGE FUND

**EXECUTIVE COMMITTEE'S MEETING MINUTES
November 22, 2022**

I. Call to Order – Kevin Davis, Vice Chairperson

The meeting was called to order via zoom at 9:31 a.m. by Vice Chairperson Davis.

II. Open Public Meetings Statement – Kevin Davis, Vice Chairperson

The Open Public Meetings Act was read by Vice Chairperson Davis.

III. Roll Call

Executive Committee

		<u>Attendance</u>
Kevin Davis	Hunterdon County	Present
Cynthia Ege	City of Lambertville	Absent
Frank Elenio	Ridgefield Borough	Present
Grace Brennan	Union Township	Absent

Executive Committee - Alternates

Michael Zichelli	Glen Ridge Borough	Present
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Fund Commissioners Present

Jeffrey Herb	White Township
Melanie Slowik	Winfield Township

Also Present

Chuck Hartsoe	PEGAS
Barbara Murphy	PEGAS/Risk & Loss Managers, Inc.
Michaelene Miller	
M. Paige Berry	Saul Ewing, LLP
Kyle Mrotek	The Actuarial Advantage
Robert Granata	Highland Claim Services, Inc.
Adam Giaquinto	Medlogix
Michael Niznik	Partnership Safety Consultants
George Morville	A.J. Gallagher
Tom Narolewski	Assured Partners
Bob Gemmell	Brown & Brown Metro
Lisa Pfenninger	Lisa Pfenninger Insurance

IV. Flag Salute

V. Introduction of Guests

There were no introductions.

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V. Executive Committee Business

A. Approval of the September 20, 2022 Executive Committee’s Open and Closed Meeting Minutes

Motion to approve the September 20, 2022 Executive Committee’s Open and Closed Meeting Minutes.

Moved: Frank Elenio

Seconded: Michael Zichelli

Vote: Approved: Unanimous Nay:

B. Reports

1. Chairperson – Cynthia Ege

There was no report.

2. MEL Delegate’s Report – Kevin Davis

Barbara Murphy stated that the MEL had recently adopted its 2023 rate table and budget.

3. Secretary – Grace Brennan

There was no report.

4. Attorney – Saul Ewing, LLP – M. Paige Berry

As per the report included in the agenda package.

5. 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 Bill List for all fund years totaling \$518,668.26.

Moved: Michael Zichelli

Seconded: Frank Elenio

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.

6. Administrator – Public Entity Group Administrative Services

As per the memorandum included in the agenda package.

7. Loss Control Specialist – Partnership Safety Consultants

Michael Niznik gave an update on his activities and member loss control visits.

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

There was no report.

9. Managed Care Services – Medlogix

As per the report included in the agenda package.

C. Old Business

There was no old business.

D. New Business

1. Public Hearing and Budget Adoption

Barbara Murphy stated that the 2022 budget was revised to reflect changes in member exposures.

a. **Motion** to open the public hearing on the 2022 Fund Year Budget Revision #1

Moved: Michael Zichelli

Seconded: Frank Elenio

Vote: Approved: Unanimous Nay:

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- b. **Motion** to close the public hearing and adopt the 2022 Fund Year Budget
Revision #1

Moved: Frank Elenio

Seconded: Michael Zichelli

Vote: Approved: Unanimous Nay:

2. Introduction of the 2023 Fund Year Budget and Certifying the Assessments

The administrator provided a PowerPoint presentation reviewing the 2023 fund year budget, coverage changes and the newly formed NJ Cyber Liability JIF.

Barbara Murphy reviewed the 2023 fund year budget distributed prior to the meeting. She reviewed the multiple factors affecting the budget including increases to individual member exposures, loss funds and reinsurance costs.

Motion to introduce the 2023 Fund Year Budget and Certify the Assessments.

Moved: Frank Elenio

Seconded: Michael Zichelli

Vote: Approved: Unanimous Nay:

3. Resolution 2022-26 Resolution to Join the New Jersey Risk Management JIF

Frank Elenio volunteered to serve as the Fund's representative to the NJ Cyber Risk Management JIF.

Motion to approve resolution 2022-26 resolution to join the NJ Cyber Risk Management JIF.

Moved: Frank Elenio

Seconded: Michael Zichelli

Vote: Approved: Unanimous Nay:

E. Public Comment

There was no public comment.

F. Claims Subcommittee Report

Motion to ratify the October 11, 2022 Claims Subcommittee Meeting Minutes.

Moved: Frank Elenio

Seconded: Kevin Davis

Vote: Approved: Unanimous

Nay:

G. Closed Session

1. **Motion** to adjourn open session.

Moved: Frank Elenio

Seconded: Michael Zichelli

Vote: Approved: Unanimous Nay:

Open Session was adjourned at 10:22 a.m.

2. **Motion** to adjourn closed session.

Moved: Michael Zichelli

Seconded: Frank Elenio

Vote: Approved: Unanimous Nay:

Closed Session was adjourned at 10:27 a.m.

3. Claims Payment Authorizations Established in Closed Session

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

Moved: Michael Zichelli

Seconded: Frank Elenio

Vote: Approved: Unanimous Nay:

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H. Adjournment

Motion to adjourn the meeting.

Moved: Michael Zichelli

Seconded: Kevin Davis

Vote: Approved: Unanimous Nay:

The meeting was adjourned at 10:29 a.m.

The next meeting will be held at **9:30 a.m.** on **December 13, 2022.**

Respectfully submitted,

Authorized Signature