



NJSIG

Board of Trustees Meeting

October 14, 2020



New Jersey Schools Insurance Group
6000 Midlantic Drive, Suite 300 North
Mount Laurel, New Jersey 08054
www.njsig.org

2020/2021 NJSIG Board of Trustees

Irene Le Febvre Chairperson ❖2019-2022 North Board Member	180 South Terrace Boonton, NJ 07005 (Boonton Town BOE)	O: F: C: (973)349-0664	H: (973)335-3382 momlefebvre@hotmail.com Committees: Claims, Policy
Christopher Russo, Ed.D. Vice-Chairperson ❖2019-2022 South Business Administrator	55 Grovers Mill Road Plainsboro, NJ 08536 (West Windsor-Plainsboro)	O: (609)716-5000x5020 F: C:	H: (609)694-1505 Christopher.Russo@ww-p.org Committees: Claims, Personnel
Thomas F. Connors, Ph.D. Trustee ❖2019-2022 Central Board Member	10 Seward Avenue Piscataway, NJ 08854 (Piscataway Twp BOE)	O: F: C: (732)491-3248	H: (732)463-3230 UConnDrTom@aol.com Committees: Finance
James J. Jencarelli, Jr. Trustee ❖2018-2021 North Superintendent	2 Mill Creek Road Sparta, NJ 07871 (Morris Hills Regional)	O: (973)664-2291 F: (973)627-6588 C: (201)320-7049	H: (201)320-7049 jjencarelli@mhrd.org Committees: Personnel
Joseph Meloche, Ed.D. Trustee ❖2019-2021 South Superintendent	45 Ranoldo Terrace Cherry Hill, NJ 08034 (Cherry Hill Public Schools)	O: (856)429-5600x4309 F: (856)616-9647 C: (856)229-4318	H: (856)321-1969 JMeloche@chclc.org Committees: Personnel
Steven K. Robinson Trustee ❖2018-2021 North Business Administrator	11 Foxcroft Drive Livingston, NJ 07039 (Livingston Twp. BOE)	O: (973)535-8000x8009 F: C: (973)476-1046	H: (732)617-1219 srobinson@livingston.org Committees: Finance
Dana Sullivan Trustee ❖2019-2022 Central Business Administrator	302 Elm Street, Rm 101 Westfield, NJ 07090 (Westfield BOE)	O: (908)789-4414 F: (908)789-4180 C: (201)803-2028	H: (973) 884-1737 dsullivan@westfieldnj12.org Committees: Claims, Policy
Stephanie Brown, Ed.D. Trustee ❖2020-2023 Central Superintendent	Joyce Kilmer School 21 West Church Street Milltown, NJ 08850 (Milltown BOE)	O: (732)214-2365 F: C: (732)513-4019	H: sbrown@milltownps.org Committees:
Josephine Sharpe Trustee ❖2020-2023 South Board Member	4300 Pacific Avenue Wildwood, NJ 08260 (Wildwood BOE)	O: F: C: (609)972-3177	H: jm.sharpe@hotmail.com Committees:
Jill Deitch, Esq. Executive Director	6000 Midlantic Drive, Suite 300 North Mt. Laurel, NJ 08054	O: (609)386-6060x3007 F: (609)386-8877	H: jdeitch@njsig.org

**New Jersey Schools Insurance Group
Trustee Terms**

6/12/2019 Board Meeting

	<u>South</u>	<u>Central</u>	<u>North</u>
<u>NJASA</u>	Joeseeph Meloche, Ed.D. 7/1/2019 - 6/30/2021	Gerald North 6/30/2022	James J. Jencarelli, Jr. 6/30/2021
<u>NJASBO</u>	Christopher Russo, Ed.D. 7/1/2019 - 6/30/2022	Dana Sullivan 6/30/2022	Steven K. Robinson 6/30/2021
<u>NJSBA</u>	Vacant 6/30/2020	Thomas F. Connors, Ph.D. 6/30/2022	Irene Le Febvre 6/30/2022

1/15/2020 Board Meeting


	<u>South</u>	<u>Central</u>	<u>North</u>
<u>NJASA</u>	Joeseeph Meloche, Ed.D. 7/1/2019 - 6/30/2021	Stephanie Brown, Ed.D. 1/15/2020 - 6/30/2020	James J. Jencarelli, Jr. 6/30/2021
<u>NJASBO</u>	Christopher Russo, Ed.D. 7/1/2019 - 6/30/2022	Dana Sullivan 6/30/2022	Steven K. Robinson 6/30/2021
<u>NJSBA</u>	Vacant 6/30/2020	Thomas F. Connors, Ph.D. 6/30/2022	Irene Le Febvre 6/30/2022

3/9/2020 Board Meeting

	<u>South</u>	<u>Central</u>	<u>North</u>
<u>NJASA</u>	Joeseeph Meloche, Ed.D. 7/1/2019 - 6/30/2021	Stephanie Brown, Ed.D. 1/15/2020 - 6/30/2020	James J. Jencarelli, Jr. 6/30/2021
<u>NJASBO</u>	Christopher Russo, Ed.D. 7/1/2019 - 6/30/2022	Dana Sullivan 6/30/2022	Steven K. Robinson 6/30/2021
<u>NJSBA</u>	Josephine Sharpe 3/9/2020 - 6/30/2020	Thomas F. Connors, Ph.D. 6/30/2022	Irene Le Febvre 6/30/2022

6/17/2020 Board Meeting

	<u>South</u>	<u>Central</u>	<u>North</u>
<u>NJASA</u>	Joeseph Meloche, Ed.D. 7/1/2019 - 6/30/2021	Stephanie Brown, Ed.D. 7/1/2020 - 6/30/2023	James J. Jencarelli, Jr. 6/30/2021
<u>NJASBO</u>	Christopher Russo, Ed.D. 7/1/2019 - 6/30/2022	Dana Sullivan 6/30/2022	Steven K. Robinson 6/30/2021
<u>NJSBA</u>	Josephine Sharpe 7/1/2020 - 6/30/2023	Thomas F. Connors, Ph.D. 6/30/2022	Irene Le Febvre 6/30/2022

 : denotes changes made at Board meeting



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2020/2021 NJSIG Sub-fund Liaisons

Frank Rizzo BACCEIC Sub Fund Liaison ❖	Black Horse Pike Reg 580 Erial Road Blackwood, NJ 08012	O: 856-227-4106 x8007 F: 856-227-6835	frizzo@bhprsd.org
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Paula Smith CAIP Sub Fund Liaison ❖	Cape May Co. Tech. 188 Crest Haven Road Cape May Court House, NJ 08210	O: 609-465-2161 x611 F: 609-465-3069	psmith@capemaytech.com
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ERIC North Sub Fund Liaison ❖		O: F:	
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Gene Mercoli ERIC South Sub Fund Liaison ❖	Cumberland Cnty. Voc. 601 Bridgeton Avenue Bridgeton, NJ 08302	O: (856) 451-9000 F: (856) 451-8487	gmercoli@cumberland.tec.nj.us
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John Csatos ERIC West Sub Fund Liaison ❖	Florham Park P.O. Box 39 Florham Park, NJ 07932	O: (973)822-3880x1005 F: (973)822-0716	john.csatos@fpks.org
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MOCSSIF Sub Fund Liaison, ❖		O: F:	
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Anthony Dragona NJEIF Sub Fund Liaison ❖	Union City BOE 3912 Bergen Turnpike Union City, NJ 07087	O: (201) 348-5677 F: (201) 223-0471	adragona@union-city.k12.nj.us
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Meeting Dates 2020/2021

July 20, 2020

September 16, 2020

October 14, 2020

November 18, 2020

January 13, 2021

March 17, 2021

May 19, 2021

June 16, 2021

All meetings will take place at the Mount Laurel Office and via GoToMeeting at 10:00 a.m. unless otherwise noted.



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BOARD OF TRUSTEES MEETING
Wednesday, October 14, 2020
6000 Midlantic Drive, Suite 300 North, Mount Laurel, NJ
Meeting 10:00 a.m.

OCTOBER AGENDA

PUBLIC SESSION

ITEM #

1. Call to Order

In accordance with the Sunshine Law and N.J.S.A. 10:4-10, due notice of all pending meetings was given to the *Atlantic City Press*, *Newark Star Ledger*, and *Trenton Times* on September 11, 2020. Copies of these notices are on file with the New Jersey Secretary of State.

2. Roll Call

Stephanie Brown, Ed.D.	Irene Le Febvre	Christopher Russo, Ed.D.
Thomas F. Connors, Ph.D.	Joseph Meloche, Ed.D.	Josephine Sharpe
James J. Jencarelli, Jr.	Steven K. Robinson	Dana Sullivan

3. Acceptance of the public and executive session minutes for September 16, 2020.

4. Public Participation - Opportunity for public to address the NJSIG Trustees regarding specific agenda items. Each person will have five minutes to speak.

5. Sub-fund Liaisons - Reports/Comments

6. Reports:

A. Executive Director	Jill Deitch
B. Safety and Risk Control and Client Relations	Debra Rice
C. Underwriting	Claire King
D. Claims	Sherwin Archibald
E. Information Technology	Jeff Cook

7. Discussion Items:

- | | |
|---|-------------|
| A. Korn Ferry – total remuneration study (including benefits) | Jill Deitch |
| B. Sub-fund meeting topics and QPA credits | Jill Deitch |
| C. COVID-19 refund of member contributions, distribution | Jill Deitch |
| D. Surplus policy – draft, status | Jill Deitch |

8. Action Items:

- | | |
|---|-------------|
| A. Checking accounts and new claims ratification (NJSIG No. 1020-1) | Jill Deitch |
|---|-------------|

9. New Business

10. Executive Session

EXECUTIVE SESSION

EXECUTIVE SESSION RESOLUTION

WHEREAS, N.J.S.A. 10:4-6 et. seq., (“the Open Public Meetings Act”), authorizes public entities to meet in executive session under certain circumstances; and

WHEREAS, the Open Public Meetings Act requires that the Group adopt a resolution at a public meeting to go into private session; now, therefore,

BE IT RESOLVED by the Board of Trustees of the New Jersey Schools Insurance Group that it is necessary to meet in executive session to discuss certain items involving:

- A. Litigation;
- B. Matters involving attorney client privilege;

BE IT FURTHER RESOLVED that any discussion held by the Board of Trustees which need not remain confidential will be made public as soon as feasible. The minutes of the executive session will not be disclosed until the need for confidentiality no longer exists.

FURTHER RESOLVED that the Board of Trustees will not return to open session to conduct business at the conclusion of the executive session.



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Board of Trustees Meeting of October 14, 2020
Board of Trustees Meeting Minutes of September 16, 2020

New Jersey Schools Insurance Group's (NJSIG) Board of Trustees Meeting of September 16, 2020 at NJSIG's Mount Laurel office.

ATTENDEES

Trustees: Josephine Sharpe, Thomas F. Connors, Ph.D., Dana Sullivan, Steven Robinson, Stephanie Brown, Ed. D., Joseph Meloche, Ed. D., and Irene Le Febvre; Christopher Russo, Ed.D joined the meeting at 10:35 a.m.

Participants: David Rapuano, Esquire of *Archer*, Jay Lynch of *Alliant/Boynton*, Latonya Brennan of *Arthur J. Gallagher & Co.*, Jim Ridgway of *J. Byrne Insurance*, Stacy Mina of *Willis Towers Watson*

NJSIG

Staff: Jill Deitch, *Executive Director*, Michele Carosi, *Chief Financial Officer*, Jeff Cook, *Information Systems Manager*, Debra Rice, *Client Relations/Safety and Risk Control Manager*, Claire King, *Underwriting Manager*, Sherwin Archibald, *Claims Manager*, Stephen Tucker, *General Counsel*, Beth Ferlicchi, *Assistant General Counsel*, Renee Johnson-Payne, *Executive Assistant*

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 10:05 a.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 September 11, 2020. Copies of these notices are on file with the New Jersey Secretary of State.

ITEM #2 ROLL CALL

Stephanie Brown, Ed.D.	√	Irene LeFebvre	√	Christopher Russo, Ed.D	√
Thomas F. Connors, Ph.D.	√	Joseph Meloche, Ed.D.	√	Josephine Sharp	√
James J. Jencarelli, Jr.	A	Steven Robinson	√	Dana Sullivan	√

ITEM #3 ACCEPTANCE OF THE PUBLIC SESSION AND EXECUTIVE SESSION MINUTES OF JULY 20, 2020.

Action Taken: M (Sullivan)\ S (Le Febvre)\ Carried (Affirmative Votes = Meloche, Sullivan, Brown, Connors, Le Febvre, Robinson, Sharpe) to accept the July 20, 2020 public session and executive session Board of Trustees meeting minutes.

ITEM #4 PUBLIC PARTICIPATION

There was no public participation.

ITEM #5 SUB-FUND LIAISONS – Reports/Comments

Jay Lynch provided a report on the current state of meetings in the MOCSIFF sub-fund. The first meeting for the 2020/2021 fiscal year will be conducted remotely.

Latonya Brennan provided a report on the current state of meetings in the ERIC North sub-fund. The first meeting for the 2020/2021 fiscal year will be conducted remotely. The tentative focus will be coverage and tort issues related to the COVID-19 pandemic.

ITEM #6 REPORTS:

A. Executive Director:

Jill Deitch, Executive Director, provided an overview of her report and an update on the status of NJSIG.

B. Chief Financial Officer:

Michele Carosi, Chief Financial Officer, provided an overview of her report and an update on the status of her department.

C. Client Relations and Safety and Risk Control Manager:

Debra Rice, Client Relations and Safety and Risk Control Manager, provided an overview of her report and an update on the status of her department. There was a question as to whether members have been applying for safety grants. Rice indicated that most members have applied for their safety grants and the department is following up to make sure all members have applied.

D. Underwriting Manager:

Claire King, Underwriting Manager, provided an overview of her report and an update on the status of her department.

E. Information Technology Manager:

Jeff Cook, Information Systems Manager, provided an overview of his report and an update on the status of his department. Cook also explained that the department is in the midst of implementing the new PeopleSoft accounting system. There was a question regarding when the Marlboro office lease expires and if that lease is not going to be renewed, whether any alternative backup system is being explored. Cook indicated that NJSIG is going out to RFP for cloud storage and recovery services this week to provide an alternative backup solution.

F. Claims Manager:

Sherwin Archibald, Claims Manager, provided an overview of his report and an update on the status of his department.

ITEM #7 DISCUSSION ITEMS

A. Risk-Based Capital/Surplus Study Guideline

Discussion item presented by Carosi.

B. WTW Net liabilities (reserving) study

Discussion item presented by Mina. Inquiry regarding scope of potential liability related to COVID-19. Discussion regarding new COVID-19 presumption law and existing tort liability protections.

C. Total remuneration study (Korn Ferry)

Discussion item presented by Deitch.

ITEM #8 ACTION ITEMS:

**A. WTW Net liabilities (reserve) study, adoption
(NJSIG No. 0920-1)**

Action Taken: M (Robinson)\ S (Sullivan)\ Carried (Affirmative Votes = Meloche, Sullivan, Brown, Connors, Le Febvre, Robinson, Sharpe, Russo) to approve the 08/10/2020 draft WTW 06/30/2020 reserve study as final and adopt the 65% confidence level estimates of ultimate unpaid loss and ALAE liability and the ULAE liability from the WTW 06/30/2020 reserve study.

**B. Refund of member contributions, COVID-19
(NJSIG No. 0920-2)**

Action Taken: M (Robinson)\ S (Russo)\ Carried (Affirmative Votes = Meloche, Sullivan, Brown, Connors, Le Febvre, Robinson, Sharpe, Russo) to seek approval from the Commissioner of the New Jersey Department of Banking and Insurance pursuant to N.J.A.C. 11:15-4.21(b) to request a waiver of the twenty-four month requirement of N.J.A.C. 11:15-4.21(a) due to the COVID-19 pandemic, and to conduct an initial member refund on the workers' compensation and commercial automobile liability lines for the 2019/2020 fiscal year upon receipt of such approval.

**C. Safety grant declaration
(NJSIG No. 0920-3)**

Action Taken: M (Le Febvre)\ S (Robinson)\ Carried (Affirmative Votes = Meloche, Sullivan, Brown, Connors, Le Febvre, Robinson,

Sharpe, Russo) to approve a new \$2 million safety grant to be expensed from the 2019/2020 fund year for inclusion with cumulative future safety grant awards, allocated to fiscal year 2021/2022 and to be distributed in October 2023, as per NJSIG's Safety Grant Policy #3710 guidelines.

**D. Trustee committee assignments
(NJSIG No. 0920-4)**

Action Taken: M (Robinson) \ S (Meloche) \ Carried (Affirmative Votes = Meloche, Sullivan, Brown, Connors, Le Febvre, Robinson, Sharpe, Russo) to appoint Trustee Stephanie Brown, Ed.D. to the Finance Committee and Trustee Josephine Sharpe to the Personnel Committee.

**E. 2020-2021 Meeting dates (second reading)
(NJSIG No. 0920-5)**

Action Taken: M (Sullivan) \ S (Robinson) \ Carried (Affirmative Votes = Meloche, Sullivan, Brown, Connors, Le Febvre, Robinson, Sharpe, Russo) to approve the proposed 2020/2021 meeting dates. Meeting times will be 10 a.m. unless notice is published otherwise.

**F. Contracting: Payroll administration database software & services
(NJSIG No. 0920-6)**

Action Taken: M (Russo) \ S (Sullivan) \ Carried (Affirmative Votes = Meloche, Sullivan, Brown, Connors, Le Febvre, Robinson, Sharpe, Russo) to award the contract for payroll administration database software and services to PayChex, Inc. based on the results of the committee's evaluation.

**G. Contracting: Outside counsel: school/education litigation
(NJSIG No. 0920-7)**

Action Taken: M (Le Febvre) \ S (Robinson) \ Carried (Affirmative Votes = Meloche, Sullivan, Brown, Connors, Le Febvre, Robinson, Sharpe, Russo) to supplement the existing Outside Counsel designations as to School/Education Litigation (C-2020-0003)

to add The Busch Law Group LLC based on demonstrated service to NJSIG members in existing matters.

**H. Checking accounts and new claims ratification
(NJSIG No. 0920-8)**

Action Taken: M (Russo) | S (Robinson) | Carried (Affirmative Votes = Meloche, Sullivan, Brown, Connors, Le Febvre, Robinson, Sharpe, Russo) to approve and ratify the checks and new claims which have been issued from accounts XXXXXXXX210 (operating account) and XXXXXXXX229 (claim account) for the period of 7/1/2020 to 8/31/2020 as shown in the online (Microscribe) version of the meeting package.

**I. Cash management and investment plan
(NJSIG No. 0920-9)**

Action Taken: M (Russo) | S (Sullivan) | Carried (Affirmative Votes = Meloche, Sullivan, Brown, Connors, Le Febvre, Robinson, Sharpe, Russo) to accept the proposed changes to the Cash Management and Investment Plan for the 09/2020 – 09/2021 effective period.

ITEM #9 NEW BUSINESS

There was no new business.

ITEM #10 EXECUTIVE SESSION

Action Taken: M (Meloche) | S (Robinson) | Carried (Affirmative Votes = Meloche, Sullivan, Brown, Connors, Le Febvre, Robinson, Sharpe, Russo) to go into executive session to discuss litigation, matters of attorney client privilege, etc. 11:36 a.m.

Jill Deitch

Jill Deitch, Esq.
Executive Director



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Board of Trustees Meeting of October 14, 2020 Executive Director Report

The fall sub-fund meetings are off to a good start. Despite moving to a virtual platform, member attendance has been strong thus far due to timely relevant content related to the pandemic. NJSIG is striving to deliver meaningful presentations during these unprecedented times. We intend to seek QPA credits and focus on COVID-19 claims for future meetings as we believe this is most important to the members.

The letter to the NJ Department of Banking and Insurance (DOBI) to request permission to immediately perform an initial partial refund of workers' compensation and auto liability member contributions for the 2019/2020 fiscal year will be forwarded soon. While the school board insurance group regulations (N.J.A.C. 11:15-4.21) preclude refunds from being issued until at least twenty-four months have elapsed from the end of the fiscal year, we are hopeful that DOBI will grant NJSIG's request. I will keep you updated of any response from DOBI.

We are also exploring options for members to receive their COVID-19 refund of member contributions. We would like to be able to offer members the option to receive this refund as a check, or to apply it to any outstanding balance on their current contributions. If our system is not able to accommodate this option for this particular refund, we are also exploring this option being available at some point in the future.

An organization-wide total compensation and benefits study is listed as a discussion as we received a quote for conducting a comprehensive salary and benefits study. Such a study could be done for either for all job positions, or for only a subset of job positions. This would include analysis by grade level, the base salary, annual total cash and benefits. The benefits would include NJSIG healthcare costs, life insurance, retirement, disability, vacation allowance and any other measureable benefit. Those findings would then be compared to a selected market to determine how competitive the total remuneration is at NJSIG.

Some NJSIG employees have returned to the office after implementing the new app and updating NJSIG's COVID-19 procedures. Operations are going smoothly, and most operations continue to be performed remotely.

Respectfully Submitted,

Jill Deitch, Esq.
Executive Director
New Jersey Schools Insurance Group



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Board of Trustees Meeting October 14, 2020 Client Relations and Safety and Risk Control Report

Client Relations

The sub-fund meetings have started and will be completed by the end of November. Transitioning to virtual sub-fund meetings, while challenging, has been quite successful. The presentation of “Covid-19 Liabilities by Latonya Brennen and Neil Marek and “Understanding NJ Tort Law as it relates to COVID-19” (1 QPA credit) drew a very large audience of 85 attendees at our first meeting (ERIC North sub-fund) October 1st.

The upcoming July 2021 renewal is extremely important as five of our seven sub-funds are coming out of their three year commitment. Client Relations is proactively working on member retention and is collaborating with the sub-fund administrators to identify members that may be at risk. We are also analyzing new business opportunities.

NJSIG will be participating in the NJSBA Virtual Workshop Oct 20-22. NJSIG will be giving a one hour presentation, “Knowing Your Ethical Obligations and Avoiding Complaints,” by Rita Barone, Esq. and NJSIG’s claims manager, Sherwin Archibald, M.B.A./H.C.M. One QPA credit is pending approval.

Safety and Risk Control

A total of 370 applications for safety grants were received this year. The checks are currently being sent out to our members via certified mail/or hand delivery. We included a press release with each check and asked the members to share projects made possible by these grants with their local media outlets. Safety and Risk Control staff are currently conducting virtual meetings with members to train nurses, review loss control services, and conduct safety committee meetings. In addition to the virtual training, we are available to visit the school districts while following all the state mandated social distancing guidelines.

Debra Rice
Client Relations/Safety and Risk Control Manager



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Board of Trustees Meeting of October 14, 2020 Underwriting Report

The NJSIG management team will be meeting with Willis Pooling later this month to discuss renewal strategy for the 2021-2022 program year. Several virtual meetings have been scheduled with reinsurers in late fall.

We have been exploring with our actuaries and Willis Pooling the possibility of including Electronic Data Processing (EDP) coverage within the property coverage form beginning in 2021-2022. EDP coverage is currently a stand-alone coverage with an additional premium charge. Combining the EDP coverage form with property coverage form will likely result in lower costs to the members for EDP coverage and help streamline the package renewal application process.

The underwriting certificate processors, along with members of the NJSIG administrative staff, have recently begun a long-term project involving the scanning of historical NJSIG underwriting files (2008 and prior), which are currently stored at an off-site document storage facility. The goal is to make these historical underwriting documents more easily accessible by storing them in NJSIG's ImageRight paperless document management system. An additional benefit will be the eventual elimination of annual off-site storage fees.

Claire A. King, J.D., AIC
Underwriting Manager



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Board of Trustees Meeting of October 14, 2020 Claims Report

CLAIM ACTIVITY

By major coverage, newly received claims (including record only) with an entry date after September 16, 2020:

Auto liability: 10
General liability: 20
Professional liability: 39
Property: 9
Workers' compensation: 110

By major coverage, closed claims (including record only) with a last closed date after September 16, 2020:

Auto liability: 9
General liability: 30
Professional liability: 6
Property: 12
Workers' compensation: 96

CLAIM OUTCOMES

NJSIG continues to obtain favorable outcomes through the efforts of the claims department.

- Claims activity report.
- Claims trending.

Sherwin Archibald
Claims Manager



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Board of Trustees Meeting of October 14, 2020 IT Report

Reporting

The third quarter quarterly loss runs have been mailed out to our members. We have also emailed the quarterly reports to the broker community.

PeopleTools Upgrade

The Peopletools upgrade is on schedule and moving forward as expected. We are currently finishing up the UAT testing and will move into the data validation within the next week or so. We will not move forward to production until accounting is 100% satisfied with the data validation between the test environment and the production environment.

Jeffrey Cook
Information Systems Manager



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Board of Trustees Meeting of October 14, 2020
Action Item
Checking Accounts and New Claims

Attached are the check registers for September 2020.

In addition, attached is a list of all new claims. The claims list has been provided to coincide with the check registers. The list includes all new claims for September 2020. This report shows the nature and financials for each claim.

Recommended Resolution (NJSIG No. 1020-1): Approve and ratify the checks and new claims which have been issued from accounts XXXXXXXX210 (operating account) and XXXXXXXX229 (claim account) for the period of 9/1/2020 to 9/30/2020 as shown in the online (Microscribe) version of the meeting package.

Jill Deitch, Esq.
Executive Director