



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

**Board of Trustees Meeting Minutes of July 13, 2022
(Ratified at the Board of Trustees Meeting on September 21, 2022)**

New Jersey Schools Insurance Group’s Board of Trustees Meeting of July 13, 2022 took place at NJSIG’s office, located at 6000 Midlantic Drive, Suite 300 North, Mount Laurel, New Jersey 08054, and by video teleconference.

ATTENDEES

Participants: David A. Rapuano, Esq. on behalf of Archer.

NJSIG Staff: Jill Deitch, Esq., Michele Carosi, Jeff Cook, Claire King, Sherwin Archibald, Stephen Tucker, Esq., Beth Ferlicchi, Esq., and Renee Johnson-Payne.

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 10:00 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 July 11, 2022. Copies of these notices are on file with the New Jersey Secretary of State.

ITEM #2 ROLL CALL

| | | |
|------------------------|---|---------|
| Stephanie Brown, Ed.D. | – | Present |
| Richard Casey | – | Present |
| Christopher Carrubba | – | Present |
| Irene LeFebvre | – | Present |
| Joseph Meloche, Ed.D. | – | Present |
| Chris Russo, Ed.D. | – | Present |
| Josephine Sharpe | – | Absent |
| Dana Sullivan | – | Present |

ITEM #3 ACCEPTANCE OF THE PUBLIC SESSION MINUTES OF JUNE 15, 2022.

Action Taken: Moved (Sullivan)\ Second (LeFebvre)\ Carried (Affirmative Votes = Brown, Casey, Carrubba, LeFebvre, Meloche, Russo, Sullivan, Gurowsky) to accept the June 15, 2022 Board of Trustees meeting minutes.

ITEM #4 PUBLIC PARTICIPATION

Public participation was invited. There was no public participation.

ITEM #5 DISCUSSION ITEMS

A. Performance evaluations.

Presented by Deitch.

B. Wage range evaluation; Yearly adjustment.

Presented by Deitch. Deitch recommended having the wage ranges evaluated by an external organization at least once every three years. We will discuss this with the personnel committee.

C. Department Organization

Presented by Deitch on overall organization. Carosi discussed claims accounting functions. Archibald and Tucker discussed claims changes. Deitch discussed transformation of the Client Relations/LC department to a member services department and the hiring of property/casualty broker to be the new member services manager.

D. Value-added service: Adjusting services for sexual assault claims

Presented by Deitch. Discussion on providing this type of service. Concerns brought up regarding potential cost and potential liability on the part of NJSIG. NJSIG will continue to explore this and come up with a more specific plan.

E. Remote work pilot program (draft)

Presented by Deitch. Overview of what remote work was permitted due to the pandemic, and how the pilot program would differ from those pandemic procedures. No objections to proceeding with pilot program

ITEM #6 NEW BUSINESS

Russo thanked Jill, as well as the entire staff, in their efforts in providing comprehensive information to the Board, as well as in all of the efforts over the last several years in maintaining a member focus over the last several years.

ITEM #7 ADJOURN MEETING

Action Taken: M (LeFebvre)\ S (Meloche)\ Carried (Affirmative Votes = Brown, Casey, Carrubba, LeFebvre, Meloche, Russo, Sullivan, Gurowsky) to end closed session and adjourn the meeting at approximately 11:28 a.m.