



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

BOARD OF TRUSTEES MEETING  
Tuesday, September 18, 2024  
6000 Midlantic Drive, Suite 300 North, Mount Laurel, NJ  
Meeting 1:00 p.m.

## SEPTEMBER 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 *Newark Star Ledger*, [www.NJ.com](http://www.NJ.com), and *Trenton Times* on June 14, 2024. Notice of this meeting was also filed with the New Jersey Secretary of State. Electronic notice of this meeting was also posted to NJSIG's website at [www.njsig.org](http://www.njsig.org).

2. Roll Call:

Stephanie Brown, Ed.D.  
Richard J. Casey  
Christopher Carrubba

Damaris Gurowsky  
Irene Le Febvre  
Jamie P. Moscony

Christopher Russo, Ed.D.  
Nicholas Bice  
Alix Silva

3. Acceptance of the public session minutes for July 23, 2024.

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 Report  
B. Accounting/Finance Report  
C. Underwriting Report

Jill Deitch  
Michele Carosi  
Claire King

- |                                     |                   |
|-------------------------------------|-------------------|
| D. Claims Report                    | Sherwin Archibald |
| E. Information Technology Report    | Jeff Cook         |
| F. Member Services and Loss Control | Lauren Schilling  |

7. Discussion Items:

- |   |                  |
|---|------------------|
| A. NJSIG Remote Work Pilot Program – update | Jill Deitch      |
| B. 2024/2025 Renewal – overview             | Claire King      |
| C. Member Surplus Return – update           | Jill Deitch      |
| D. NJSBA Workshop (Oct. 21-24, 2024)        | Lauren Schilling |

8. Action Items:

- |  |                   |
|--|-------------------|
| A. Checking accounts & new claims ratification<br><b>(NJSIG No. 0924-01)</b>       | Michele Carosi    |
| B. Contracting:  |                   |
| i. VMware Virtual Network ESX Server Hardware<br><b>(NJSIG No. 0924-02)</b>        | Jeff Cook         |
| ii. Underwriting Policy Admin. Software & Services<br><b>(NJSIG No. 0924-03)</b>   | Jeff Cook         |
| iii. Outside counsel – GL, WC, complex, school/educ.<br><b>(NJSIG No. 0924-04)</b> | Sherwin Archibald |
| iv. Outside counsel – SBLL/E&O<br><b>(NJSIG No. 0924-05)</b>                       | Sherwin Archibald |

9. New Business

10. Executive Session

**EXECUTIVE SESSION**

**EXECUTIVE SESSION RESOLUTION**

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

WHEREAS, the OPMA 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; and/or
- B. Matters involving attorney client privilege; and/or
- C. Matters involving pending contract negotiation; and/or
- D. Matters involving terms and conditions of employment of current public employee.

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.

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