
DIPLOMA JOINT INSURANCE FUND

**FUND COMMISSIONERS' REORGANIZATION MEETING AGENDA
July 27, 2023**

- I. Call to Order**
 - II. Open Public Meetings Statement**
 - III. Roll Call**
 - IV. Introduction of Guests**
 - V. Old Business**
 - VI. New Business**
 - A. Election of Officers to Serve Full Fund and Board of Trustees**
 - 1. Resolution 23-01 - Authorizing the Election of the Fund's Officers
 - B. Election of Board of Trustees and Alternate Trustees**
 - 2. Resolution 23-02 - Authorizing the Election of the Board of Trustees
 - 3. Resolution 23-03 - Authorizing the Election of the Alternate Trustees
 - VII. Adjournment**
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DIPLOMA JOINT INSURANCE FUND

**BOARD OF TRUSTEES’
REORGANIZATION MEETING AGENDA
July 27, 2023**

- I. Call to Order**
- II. Open Public Meetings Statement**
- III. Roll Call**
- IV. Introduction of Guests**
- V. Board of Trustee Business**
 - A. Board of Trustees’ Open & Closed Meeting Minutes - May 25, 2023**
 - B. Reports**
 - 1. Chairperson**
 - a. SEL Delegates
 - 2. Secretary**
 - 3. Attorney - Cornell, Merlino, McKeever & Osborne, LLC**
 - a. Service Provider Resolutions 23-04, 1-11
 - 1. Appointment of the Actuary - Actuarial Advantage, Inc.
 - 2. Appointment of the Administrator - Risk and Loss Managers, Inc.
 - 3. Appointment of the Attorney - Cornell, Merlino, McKeever & Osborne, LLC
 - 4. Appointment of the Auditor - Withum, Smith + Brown
 - 5. Appointment of the Claims Servicing Organization - Qual-Lynx
 - 6. Appointment of the Risk Management Consultants - Acrisure, LLC, Acrisure, LLC dba Balken Risk Management, Brown & Brown Metro, CBIZ Insurance Services dba CBIZ/Centric Insurance, Insurance Agency Management Inc. dba Public Risk Group, LLC, Rue Insurance, Siracusa Kaufmann Insurance Agency, LLC, Treadstone Risk Management, LLC and Willis Towers Watson Northeast, Inc.
 - 7. Appointment of Loss Control Specialist - J.A. Montgomery Consulting, LLC
 - 8. Appointment of Investment Manager - PFM Asset Management, LLC
 - 9. Appointment of the Treasurer - Kenneth MacMillan
 - 10. Appointment of the Managed Care Organization - Medlogix
 - 11. Authorization for Execution of Service Provider Contracts
 - b. Organizational Resolutions 23-05, 1-9
 - 1. Agent to Receive Service of Process on Behalf of the Fund and Designation of the Official Place Where the Fund’s Records and Books shall be maintained
 - 2. Designation of Official Newspapers for the Fund Year
 - 3. Designation of Meeting Schedule for the Fund Year
 - 4. Appointment of Public Agency Compliance Officer
 - 5. Adoption of Cash Management Plan for the 2023/2024 Fund Year
 - (a) Appointment of the Finance Sub-Committee

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6. Designation of Individuals Authorized as the Fund's Signatories and Official Depositories for the 2023/2024 Fund Year
7. Setting an Interest Rate on Delinquent Assessments for the 2023/2024 Fund Year
8. Approving Qual-Lynx as a Certifying and Approving Officer
9. Approving the Claims Sub-Committee as a Certifying and Approving Officer.
 - (a) Appointment of the Claims Sub-Committee
4. **Treasurer - Kenneth MacMillan**
 - a. Approval of the Bill List for all Fund Years
 - b. Treasurer's Report
 - c. Investment Status
(to be sent under separate cover)
5. **Administrator - Risk and Loss Managers, Inc.**
 - a. Summary of Topics
6. **Loss Control Report - J.A. Montgomery Consulting, LLC**
7. **Managed Care Organization - Medlogix**
8. **Risk Management Consultants**
9. **Claims Servicing Organization - Qual-Lynx**

VI. Old Business

VII. New Business

- A. **Motion to Open the Public Hearing on the 2023/2024 Fund Year Budget**
- B. **Motion to Close the Public Hearing and Adopt the 2023/2024 Fund Year Budget**

VIII. Claims Sub-Committee Report

IX. Public Comment

X. Closed Session

- A. **Claims and Contractual Matters, as required**

XI. Open Session

- A. **Payment Authorizations and Other Actions Established in Closed Session**

XII. Adjournment