

DIPLOMA JOINT INSURANCE FUND

BOARD OF TRUSTEES' MEETING MINUTES

May 25, 2023

I. Call to Order - Robert Carfagno, Chairperson

The meeting was called to order at 10:21 a.m. by Robert Carfagno, Chairperson.

II. Open Public Meetings Statement - Robert Carfagno, Chairperson

The Open Public Meetings Act was read by Robert Carfagno, Chairperson.

III. Roll Call

Board of Trustees

| | | |
|-----------------|--|---------|
| Vicky Guo | Bloomfield BOE | Absent |
| R. Paul Vizzuso | Clark Board of Education | Absent |
| Robert Carfagno | Cranford Board of Education | Present |
| Pamela Graziano | North Plainfield Board of Education | Present |
| Corey Lowell | Shore Regional High School District | Absent |
| Derek Jess | Summit Board of Education | Absent |
| Eric Larson | Union County Educational Services Commission | Present |
| Brian Smyth | Wall Board of Education | Present |
| George Spina | West New York Board of Education | Present |

Alternate Board of Trustees

| | | |
|----------------|--------------------------------|--------|
| Peter Genovese | Long Branch Board of Education | Absent |
| Paul Roth | Manville Board of Education | Absent |

Fund Commissioners:

| | | |
|-----------------------|--|--------|
| Kristina Haugen Edgar | Achievers ECP Charter School | Absent |
| Dennis Zakroff | Bridgeton Public Charter School | Absent |
| Nikki Adams | Middlesex County STEM Charter School | Absent |
| Amy Doherty | Middletown Township Board of Education | Absent |
| David Block | Ocean Academy Charter School | Absent |
| Terri Nowotny | Ventnor City Board of Education | Absent |
| Beverly Vlietstra | Watchung Borough Board of Education | Absent |

Alternate Fund Commissioners:

| | | |
|----------------------|--|--------|
| Denise DeRosa | Middletown Township Board of Education | Absent |
| Carmelina Januszanis | North Plainfield Board of Education | Absent |
| Emilio Torres | Summit Board of Education | Absent |

Others Present

| | |
|-----------------|---|
| Barbara Murphy | Risk and Loss Managers, Inc. |
| Craig Klein | |
| Dennis McKeever | Cornell, Merlino, McKeever & Osborne, LLC |
| Adam Giaquinto | Medlogix |
| Claudia Acosta | Qual-Lynx |
| Brian Maitland | J.A. Montgomery |
| Matthew Gena | |
| Ken Schulz | |
| Ellie Moss | |
| Patti Fahy | Acrisure |

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IV. Introduction of Guests

There were no guests.

V. Approval of Meeting Minutes

A. Approval of the March 9, 2023 Board of Trustees' Open and Closed Meeting Minutes

Motion to approve the March 9, 2023 Board of Trustees' Open and Closed Meeting Minutes.

Moved: Pamela Graziano

Seconded: Eric Larson

Vote: Approved: Unanimous Nay: Abstain:

B. Reports

1. Chairperson's Report - Robert Carfagno

Robert Carfagno appointed the following to the nominating committee:

Robert Carfagno, Eric Larson, Pamela Graziano and George Spina as an alternate.

2. Secretary's Report - Eric Larson

There was no report.

3. Attorney's Report - Cornell Merlino McKeever & Osborne, LLC - Dennis McKeever

There was no report.

4. Treasurer's Report – Barbara Murphy

a. Approval of the Bill List and Treasurer's Report for all Fund Years
Barbara Murphy presented the bill list and treasurer's report.

Motion to approve the Treasurer's Report and the Bill List totaling \$1,041,260.40.

Moved: Pamela Graziano

Seconded: Brian Smyth

Vote: Approved: Unanimous Nay:

5. Administrator's Report - Risk and Loss Managers, Inc.

Barbara reviewed the memorandum in the agenda packet.

6. Loss Control Services - Matthew Genna, J.A. Montgomery Consulting, LLC

Brian Maitland reviewed the loss control report that was distributed prior to the meeting.

7. Managed Care Organization - Medlogix, LLC - Adam Giaquinto

Adam Giaquinto reviewed the report included in the agenda packet.

8. Risk Management Consultants

There was no report.

9. Claims Servicing Organization - Qual-Lynx - Claudia Acosta

There was no report.

VI. Old Business

There was no old business.

VII. New Business

A. Motion to Introduce the 2023/2024 Fund Year Budget and Certify the Assessments.

Moved: Pamela Graziano

Seconded: Eric Larson

Vote: Approved: Unanimous Nay:

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VIII. Claims Subcommittee Report

A. Ratification of the Claims Committee's April 6, 2023 Meeting Minutes.

Motion to ratify the Claims Committee's April 6, 2023 Meeting Minutes.

Moved: Pamela Graziano

Seconded: George Spina

Vote: Approved: Unanimous Nay:

IX. Public Comment

There was no public comment.

X. Closed Session

Motion to enter closed session.

Moved: Pamela Graziano

Seconded: Brian Smyth

Vote: Approved: Unanimous Nay:

Open Session was adjourned at 10:47 a.m.

Motion to adjourn closed session.

Moved: Pamela Graziano

Seconded: George Spina

Vote: Approved: Unanimous Nay:

Open Session resumed at 11:35 a.m.

XI. Open Session Resumes

Motion to authorize the actions established in closed session.

Moved: Eric Larson

Seconded: George Spina

Vote: Approved: Unanimous Nay:

XII. Adjournment

Motion to adjourn.

Moved: Pamela Graziano

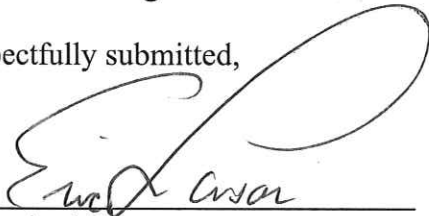
Seconded: Brian Smyth

Vote: Approved: Unanimous Nay:

The meeting adjourned at 11:36 a.m.

The next meeting will be held on **Thursday, July 27, 2023 at 10:00 a.m. via Zoom.**

Respectfully submitted,



Authorized Signature

7/28/23

Date