

GLOUCESTER, CUMBERLAND, SALEM SCHOOL DISTRICTS

JOINT INSURANCE FUND

Resolution No. 2025-01

Appointing Professional Staff

Whereas, the Gloucester, Cumberland, Salem School Districts Joint Insurance Fund is duly constituted pursuant to *N.J.S.A. 18A:18B-1*, et seq., as a Self Insurance Fund, and

Whereas, the participating Boards of Education have made their respective designations of Trustees who will collectively serve as the governing body of the Gloucester, Cumberland, Salem School Districts Joint Insurance Fund; and

Whereas, the Trustees of the Gloucester, Cumberland, Salem School Districts Joint Insurance Fund find that it is necessary and appropriate to obtain certain professional and other extraordinary and unspecifiable services and, therefore, to make certain appointments and to authorize certain contracts for professional and other extraordinary and unspecifiable services so that the work of the Gloucester, Cumberland, Salem School Districts Joint Insurance Fund may proceed, and

Now, THEREFORE, BE IT RESOLVED, by the Trustees of the Gloucester, Cumberland, Salem School Districts Joint Insurance Fund, assembled in a public session on May 22, 2025 that:

1. Risk Program Administrators is hereby appointed as Administrator/Executive Director for the Gloucester, Cumberland, Salem School Districts Joint Insurance Fund with Bradford W. Hoffman appointed as Executive Director and Craig Wilkie and Scott Tennant appointed as Deputy Executive Directors for a term commencing on July 1, 2025 and continuing until June 30, 2026, and until a successor is appointed.
2. Patrick J. Madden, Esquire, an Attorney at Law of the State of New Jersey, is hereby appointed as the Attorney (Solicitor) for the Gloucester, Cumberland, Salem School Districts Joint Insurance Fund for a term commencing on July 1, 2025, and continuing until June 30, 2026, and until a successor is appointed.
3. Lorraine Verrill of Verrill & Verrill, LLC, is hereby appointed as Treasurer of the Gloucester, Cumberland, Salem School Districts Joint Insurance Fund for a term commencing on July 1, 2025, and continuing until June 30, 2026, and until a successor is appointed.
4. The Actuarial Advantage, Inc. with Kyle Mrotek as its designated representative is hereby appointed as Actuary for the Gloucester, Cumberland, Salem School Districts Joint Insurance Fund for a term commencing on July 1, 2025, and continuing until June 30, 2026, and until a successor is appointed.
5. Qual-Lynx, with Alice Lihou, President & CEO and Chris Roselli, Account Manager, as its designated representatives, is hereby appointed as Claim Administrator for the Gloucester, Cumberland, Salem School Districts Joint Insurance Fund for a term commencing on July 1, 2025, and continuing until June 30, 2026, and until a successor is appointed.
6. Risk Assessment Services, with John W. Geitz as its designated representative, is hereby appointed as Safety Coordinator for the Gloucester, Cumberland, Salem School Districts Joint Insurance Fund for a term commencing on July 1, 2025 and continuing until June 30, 2026, and until a successor is appointed.

7. Risk Assessment Services, with John W. Geitz, President, is hereby appointed as Right to Know Coordinator for the Gloucester, Cumberland, Salem School Districts Joint Insurance Fund for a term commencing on July 1, 2025 and continuing until June 30, 2026, and until a successor is appointed.
8. Annette Reap or Arthur J. Gallagher & Company is hereby appointed as Recording Secretary of the Gloucester, Cumberland, Salem School Districts Joint Insurance Fund for a term commencing on July 1, 2025, and continuing until June 30, 2026, and until a successor is appointed.
9. Bowman and Company LLP, with Dennis Skalkowski, CPA, as its designated representative, is hereby appointed as Auditor for the Gloucester, Cumberland, Salem School Districts Joint Insurance Fund for a term commencing on July 1, 2025 and continuing until June 30, 2026, and until a successor is appointed.
10. Qual-Lynx, with Christine Gallagher, Client Services Manager, as designated representative, is hereby appointed as the Managed Care and Network Provider for a term Commencing on July 1, 2025 and continuing until June 30, 2026.

BE IT FURTHER RESOLVED that the Trustees of the Gloucester, Cumberland, Salem School Districts Joint Insurance Fund find and determine that the appointments herein specified require either professional services for which the individuals designated are licensed to practice a profession or for extraordinary and unspecifiable services that cannot be adequately described in specifications that would make solicitation of bids for those services meaningful or advisable, or are not subject to public bidding as falling within the category of insurance services, and

Be It Further Resolved, that the compensation for the services shall be in accordance with the amounts budgeted for the specific services and subject to contracts hereby authorized and approved by the Trustees of the Gloucester, Cumberland, Salem School Districts Joint Insurance Fund, and

Be It Further Resolved, that the Chair and Secretary of the Gloucester, Cumberland, Salem School Districts Joint Insurance Fund are hereby authorized to execute Agreements with the individuals, partnerships and corporations hereby appointed for the performance of the professional or of extraordinary and unspecifiable services providing for compensation within the amounts budgeted for those services, as follows:

1. Risk Program Administrators, LLC as Administrator/Executive Director for the Gloucester, Cumberland, Salem School Districts Joint Insurance Fund for a term commencing on July 1, 2025 and continuing until June 30, 2026, in the amount of \$498,228.00, as set forth specifically in the Agreement.
2. Patrick J. Madden, Esquire, an Attorney at Law of the State of New Jersey, is hereby appointed as the Attorney (Solicitor) for the Gloucester, Cumberland, Salem School Districts Joint Insurance Fund for a term commencing on July 1, 2025, and continuing until June 30, 2026, in an amount not to exceed \$58,500.00, as set forth specifically in the Agreement.
3. Lorraine Verrill of Verrill & Verrill, LLC, is hereby appointed as Treasurer of the Gloucester, Cumberland, Salem School Districts Joint Insurance Fund for a term commencing on July 1, 2025, and continuing until June 30, 2026, in the amount of \$11,520.00, as set forth specifically in the Agreement.
4. The Actuarial Advantage, Inc., with Kyle Mrotek as its designated representative, is hereby appointed as Actuary for the Gloucester, Cumberland Salem School Districts Joint Insurance Fund for a term commencing on July 1, 2025, and continuing until June 30, 2026, in an amount not to exceed \$20,052.00, as set forth specifically in the Agreement.
5. Qual-Lynx, with Alice Lihou, President & CEO and Chris Roselli, Account Manager, as its designated representatives, is hereby appointed as Claims Administrator for the Gloucester, Cumberland Salem

School Districts Joint Insurance Fund for a term commencing on July 1, 2025, and continuing until June 30, 2026, for a minimum amount not less than \$204,546.00, and a maximum amount not to exceed \$213,736.00, as set forth specifically in the Agreement.

6. Risk Assessment Services, with John W. Geitz as its designated representative, is hereby appointed as Safety Coordinator for the Gloucester, Cumberland, Salem School Districts Joint Insurance Fund for a term commencing on July 1, 2025 and continuing until June 30, 2026, in the amount of \$61,158.00, of which \$39,708.00 is a guaranteed maximum amount for core services, and \$21,450.00 is a variable amount for training services, as set forth specifically in the Agreement.
7. Risk Assessment Services, with John W. Geitz, President is hereby appointed as Right to Know Coordinator for the Gloucester, Cumberland, Salem School Districts Joint Insurance Fund for a term commencing on July 1, 2025 and continuing until June 30, 2026, in the amount of \$8,500.00 as set forth specifically in the Agreement.
8. Annette Reap or Arthur J. Gallagher & Company is hereby appointed as Recording Secretary of the Gloucester, Cumberland Salem School Districts Joint Insurance Fund for a term commencing on July 1, 2025, and continuing until June 30, 2026, in the amount of \$300.00 per meeting and until a successor is appointed.
9. Bowman and Company LLP, with Dennis Skalkowski, CPA, as its designated representative, is hereby appointed as Auditor for the Gloucester, Cumberland, Salem School Districts Joint Insurance Fund for a term commencing on July 1, 2025 and continuing until June 30, 2026, in an amount not to exceed \$20,809.00 as set forth specifically in the Agreement.
10. Qual-Lynx, with Christine Gallagher, Client Services Manager, as designated representative, is hereby appointed as the Managed Care and Network Provider for a term commencing on July 1, 2025 and continuing until June 30, 2026 in the amount of \$645.00 per workers compensation file paid from the loss fund.

Be It Further Resolved, that all of the Agreements set forth above are subject to approval by the Trustees of the Gloucester, Cumberland, Salem School Districts Joint Insurance Fund, and

Be It Further Resolved that copies of this Resolution shall be provided to the Treasurer of the Gloucester, Cumberland, Salem School Districts Joint Insurance Fund and those so appointed for their information and attention.

The foregoing resolution was duly adopted by the Board of Trustees of the Gloucester, Cumberland, Salem School Districts Joint Insurance Fund at a public meeting held on May 22, 2025.

Secretary