

GCSSD JIF

Gloucester, Cumberland, Salem School Districts Joint Insurance Fund

TO: Fund Trustees
Fund Delegates
Fund Professionals
Risk Management Consultants

FROM: Craig H. Wilkie, Deputy Executive Director
Scott C. Tennant, Deputy Executive Director
Brad Hoffman, Executive Director

MEETING DATE: March 26, 2026

SUBJECT: AGENDA PACKET

Enclosed please find the agenda packet for the Board of Trustees' Meeting to be held on **Thursday, March 26, 2026** at Delsea Regional Middle School, Media Center, 242 Fries Mill Road, Franklinville, NJ, with Closed Session beginning at **1:00 p.m.**

If you have any questions, please do not hesitate to contact our office at (856) 446-9139 or via email at Annette_Reap@rpadmin.com.



Gloucester, Cumberland, Salem School Districts Joint Insurance Fund

Delsea Regional Middle School
Media Center
242 Fries Mill Road
Franklinville, NJ 08322

Thursday, March 26, 2026 – 1:00 pm

AGENDA

- I. Motion Requested to Call to Order the Closed Session the Board of Trustees by the Fund Chairperson
- II. Call to Order the Open Session
- III. Statement of Compliance with the Open Public Meetings Act
 - A. Notice of this meeting was given by sending sufficient notice herewith to the *South Jersey Times*, *the Bridgeton Evening News*, and *Today's Sunbeam*;
 - B. Filing advance written notice of this meeting with each member district; and
 - C. Posting notice on the public bulletin boards of all municipalities served by the members of the Gloucester, Cumberland, Salem School Districts Joint Insurance Fund.
- VI. Roll Call
 - A. **2025-2026 Trustees**
 - Frank Maurer, Salem County SSSD/Salem County Vo-Tech SD, **Chair** (SPELL Trustee)
 - Shannon DuBois-Brody, Alloway/Woodstown-Piles Grove RSD, **Vice Chair**
 - Greg Wilson, East Greenwich Township School District, **Secretary**
 - John Ogunkanmi, Pennsauken Public Schools (SPELL Alternate)
 - Scott Campbell, Greenwich Township SD/Woodbury Heights BOE
 - Joseph Collins, Elk Township SD/Delsea Regional SD, (SPELL Trustee)
 - B. **2025-2026 Alternate Trustees**
 - Christopher DeStratis, Pitman BOE
 - Heather Mayhew, Pennsville Public School District
 - C. **2025-2026 Delegates (New district representatives listed in bold)**
 - Carisa Rose, Deptford Township Public School District
 - Dr. Sean McCarron, Fairfield Township School District
 - Janice Grassia, Gateway Regional SD/National Park Boro SD/Westville PSD
 - Lauren Granate, Gateway Regional SD/National Park Boro SD/Westville PSD
 - Kim Fleetwood, Greenwich Stow Creek Regional
 - JoAnn Matienko, Monroe Township Public Schools**
 - Kayde Kisielewski, Oldmans Township BOE
 - Christina Hunt, Penns Grove-Carneys Point Regional BOE
 - Ron Latham, Pine Hill Public Schools (SPELL Alternate)
 - Darren Harris, Pittsgrove Township SD
 - Christian Albadine, South Harrison Township School District
 - Dr. Frank Badessa, Upper Deerfield Township School District
 - Kristine Height, Wenonah BOE

D. 2025-2026 Alternate Delegates

- Joseph Nichols, Elk Township School District
- Renee Ring, Fairfield Township School District
- Dr. Cherie Bratty, Greenwich Stow Creek Regional
- Dr. Zenaida Cobian, Penns Grove-Carney’s Point Regional BOE
- Mike Brodzik, Pennsville Public School District
- Jennifer Bates, Salem County Vocational Technical School District/SSSD
- Corinne Mesmer, South Harrison Township School District
- Michael Twardowski, Upper Deerfield Township School District
- Edgar S. Keepers, Wenonah BOE

E. Fund Professionals

- Craig H. Wilkie, Area Vice President – RPA, a division of Gallagher
- Scott C. Tennant, Area Vice President – RPA, a division of Gallagher
- Brad Hoffman, Area Executive Vice President – RPA, a division of Gallagher
- Kim Hill, Account Manager, RPA, a division of Gallagher
- Amelio Breglia, Associate Program Director, RPA, a division of Gallagher
- Lorraine Verrill, CPA, Verrill & Verrill, LLC - Fund Treasurer
- Patrick Madden, Esquire – Fund Solicitor
- Chris Roselli, Qual-Lynx - Claims Administrator
- Christine Gallagher, Qual-Lynx - Client Services Manager
- Danielle Colaianni, Hardenbergh Insurance - Student Accident Program
- John W. Geitz, Risk Assessment Services – Safety Coordinator
- Rick Hillman, Ironwood Consulting LLC - Virtual Safety Director
- Joe Biluck, Gramin Services - Assistant Safety Coordinator
- Annette Reap, Recording Secretary

F. Risk Management Consultants

- Hardenbergh Insurance Group – Greenwich Twp/Monroe Twp
- Conner Strong & Buckelew – Delsea/Pennsauken
- The Barclay Group - South Harrison Township

V. MOTION REQUESTED – To open the voting to all Delegates present.

A request may be made by the Trustees of the GCSSD JIF that the business of the Fund at this meeting be conducted directly by the Delegates present with all matters to be decided upon by a combined majority vote of all Delegates and Trustees present and voting.

VI. MOTION REQUESTED-Resolution 2025-23 to approve Payment Authorization Request(s) as presented in Closed Session.

VII. Approval of Minutes – ADOPTION

A. January 22, 2026Pages 6-12

VIII. Budget Hearing – MOTION REQUESTED

A. Motion to open to the public

B. Motion to close to the public

C. 2026-2027 Preliminary Budget – **ADOPTION**Page 13

- IX. Appointment of Nominating Committee by Fund Chair – Shannon DuBois-Brody, Kim Fleetwood and Ron Latham.
 - A. GCSSD and SPELL Term ExpirationsPage 14
- X. Professional Reports
 - A. Treasurer - **MOTION REQUESTED**
 - 1. February Approval Memo and Bill List Pages 15-16
 - 2. March Bill List Page 17
 - 3. Treasurer’s Reports (January-February 2026) Pages 18-27
 - B. Solicitor.....Pages 28-63
 - C. Claims Administrator
 - 1. Adjuster Pending Reports – February 2026Pages 64-65
 - 2. Subrogation Recovery Reports – February 2026..... Page 66
 - 3. Lessons Learned from Losses- Workplace Safety Page 67
 - D. Managed Care Provider
 - 1. Managed Care Summary Reports – February 2026..... Pages 68-69
 - 2. Average Days to Report - February 2026..... Pages 70-71
 - 3. Transitional Duty Days – February 2026..... Page 72
 - 4. Managed Care Quick Notes Page 73
 - E. Student Accident Program
 - 1. Status Report No Report
 - F. Executive Director/Underwriting & Finance Director Report Pages 74-76
 - 1. EXECUTIVE DIRECTOR
 - a. 2026-2027 Membership Renewals Summary
 - b. Results of Fund Professional Survey Pages 77-82
 - c. NJSIA Workers’ Compensation Conference Summary
 - d. Safety 360 Seminar – SAVE THE DATE! Summary
 - e. Proposed Meeting Dates for 2026-2027 Page 83
 - f. StopIt Activity Report..... Pages 84-86
 - g. SPELLJIF.COM Summary
 - h. Key Dates Summary
 - 2. UNDERWRITING AND FINANCE DIRECTOR
 - a. District/Fund Incurred Losses Report Page 87
 - b. Financial Audit-June 30, 2025-**MOTION REQUESTED**Addendum A/Page 128
 - c. 2026-2027 Exposure Renewal and Budget Process Summary
 - d. Resolution 2025-24 - Authorizing Surplus Return-**MOTION REQUESTED** Pages 88-89
 - e. RMC Resolutions and Agreements..... Summary
 - f. Safety Incentive Program Winner-Reimbursement Procedure Summary
 - g. SPELL JIF Approved Meeting Minutes..... Pages 90-94
 - h. Certificates of Insurance Report-1/1/26–2/28/26 Pages 95-96

- G. Safety Coordinator/Right to Know Coordinator
 - 1. January/February Activities and March/April Agenda Pages 97-98
 - 2. SIP Program Status-March 2026Pages 99-102
 - 3. Safety Notice-After the Snow Pages 103
 - 4. PEOSH Injury Reporting Notice (WPS-35) Page 104
 - 5. Facilities Safety Calendar Page 105
- H. SPELL Safety 360 Program Director
 - 1. Safety 360 Program Report..... Page 106
 - 2. Cyber Tier Report Pages 107-110
 - 3. Threat Landscape Advisory Pages 111-116
 - 4. Safety 360 Seminar Program Agenda..... Page 117
- I. Committee Meetings
 - 1. Safety Committee – February 11, 2026..... Pages 118-124
 - 2. Finance Committee – February 26, 2026..... Pages 125-127
- XI. **MOTION REQUESTED – Resolution 2025-25** to meet in Closed Session on May 21, 2026 at 12:00 noon at the Holiday Inn Swedesboro, 1 Pureland Drive, Swedesboro, New Jersey.
- XII. Miscellaneous Business, Public Comment and RMC comments or questions.
- XIII. **MOTION REQUESTED** to Adjourn Meeting.