

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: September 17, 2026

SUBJECT: AGENDA PACKET

Enclosed please find the agenda packet for the Board of Trustees' Meeting to be held on **Thursday, September 17, 2026** at Delsea Regional Middle School, Media Center, 242 Fries Mill Road, Franklinville, New Jersey, with Closed Session beginning at **1:00 pm**.

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, September 17, 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. **2026-2027 Trustees**
 - ☐ Frank Maurer, Salem County SSSD/Salem County Vo-Tech SD, **Chair** (SPELL Trustee)
 - ☐ Shannon DuBois-Brody, Alloway/Woodstown-Pilesgrove 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)
 - ☐ Kim Fleetwood, Greenwich Stow Creek Regional
 - B. **2026-2027 Alternate Trustees**
 - ☐ Christopher DeStratis, Pitman BOE
 - ☐ Heather Mayhew, Pennsville Public School District
 - C. **2026-2027 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
 - ☐ 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. **2026-2027 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/Pine Hill
- ☐ Conner Strong & Buckelew – 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 2026-17 to approve Payment Authorization Request(s) as presented in Closed Session.

VII. Approval of Minutes – ADOPTION

May 21, 2026..... Pages 6-13

VIII. Budget Hearing – MOTION REQUESTED – Adopt Amended Budget 2026-2027 Page 14

IX. Professional Reports

A. Treasurer - MOTION REQUESTED

1. June to August Approval Memos and Bill Lists..... Pages 15-20
2. September Bill List..... Page 21
3. Treasurer's Reports (May through August 2026)..... Pages 22-41

B. Solicitor.....Pages 42-48

C.	Claims Administrator	
1.	Adjuster Pending Reports – August 2026.....	Pages 49-50
2.	Emergency PAR Stewardship Report.....	Page 51
3.	Subrogation Recovery Reports – August 2026.....	Pages 52-53
4.	Lessons Learned from Losses-Safe Lifting	Page 54
D.	Managed Care Provider	
1.	Managed Care Reports 2025-2026 Year End.....	Pages 55-59
2.	Managed Care Reports – August 2026	Pages 60-65
E.	Student Accident Program	
1.	Status Report	No Report
F.	Executive Director/Underwriting & Finance Director Report	Pages 66-69
1.	EXECUTIVE DIRECTOR	
a.	2027-2028 Membership Renewals	Summary
b.	PRIMA Conference Reports.....	Pages 70-72
c.	Safety 360 Seminar – July 15, 2026.....	Pages 73-76
d.	Third Annual Claim Conclave-July 22, 2026	Pages 77-88
e.	SPELL JIF Joint Retreat – September 23-25, 2026	Summary
f.	NJSBA/NJASBO/NJASA 2026 Fall Conference.....	Summary
g.	State of the JIF Dinner – December 2, 2026.....	Summary
h.	UA/UAS/DRONE Update.....	Summary
i.	STOPit	Page 89
j.	Workers’ Compensation Notices- Resolution 2026-18-MOTION REQUESTED	Page 90
k.	SPELLJIF.COM	Summary
l.	Key Dates	Summary
2.	UNDERWRITING AND FINANCE DIRECTOR	
a.	Second Installment 2026-2027 Premium Contribution Notices	Summary
b.	District/Fund Incurred Losses Report.....	Page 91
c.	2027-2028 Plan of Risk Management	Summary
d.	Gallagher Bassett Appraisal Services Questionnaire.....	Summary
e.	NJ DOL Compliance Cross-Match	Summary
f.	2025-2026 & 2026-2027 Administrative Matter Defense Reimbursement.....	Summary
g.	Certificates of Insurance Report-05/01/26–08/31/26	Pages 92-95
G.	Safety Coordinator/Right to Know Coordinator	
1.	June thru August Activities and September/October Agenda	Pages 96-97
2.	Safety Notice – Back to School.....	Pages 98-99
3.	Modine HVAC Unit Recall/Update	Pages 100-106
H.	Safety 360 Program Director	
1.	September Report.....	Pages 107-127
I.	Committee Meetings	
1.	Committee Appointments 2026-2027	Page 128
2.	Strategic Planning Committee – September 2, 2026	Pages 129-130
3.	Coverage Committee – September 30, 2026	Summary

- X. MOTION REQUESTED – Resolution 2026-19** to meet in Closed Session on November 19, 2026 at 1:00 pm in the Media Center of the Delsea Regional Middle School, 242 Fries Mill Road, Franklinville, New Jersey.
- XI. Miscellaneous Business, Public Comment and RMC comments or questions.**
- XII. MOTION REQUESTED** to Adjourn Meeting.