
DIPLOMA JOINT INSURANCE FUND

**BOARD OF TRUSTEES' MEETING MINUTES
May 23, 2024**

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	Present
R. Paul Vizzuso	Clark Board of Education	Absent
Robert Carfagno	Cranford Board of Education	Present
Pamela Graziano	North Plainfield Board of Education	Present
Andrew Polo	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 @ 10:30	West New York Board of Education	Present

Alternate Board of Trustees

Amy Doherty	Middletown Township Board of Education	Present
Andrew Italiano	Manville Board of Education	Absent

Fund Commissioners:

Kristina Haugen Edgar	Achievers ECP Charter School	Absent
Dennis Zakroff	Bridgeton Public Charter School	Absent
Fiona Daubon	Middlesex County STEM Charter School	Absent
David Block	Ocean Academy Charter School	Absent
Terri Nowotny	Ventnor City Board of Education	Absent
Karen Bishop-Johnson	Watchung Borough Board of Education	Absent

Alternate Fund Commissioners:

Denise DeRosa	Middletown Township Board of Education	Absent
Tiffani Reneau	North Plainfield Board of Education	Present
Emilio Torres	Summit Board of Education	Absent

Others Present

Barbara Murphy	Risk and Loss Managers, Inc.
Craig Klein	
Dennis McKeever	Chasan Lamparello Mallo & Capuzzo
Claudia Acosta	Qual-Lynx
Liam Callahan	J.A. Montgomery
Patti Fahy	Acrisure
Louis Alamo Jr.	Alamo Insurance Group
Ivy Davis	Willis Towers Watson
Elizabeth Cross	

DIPLOMA JOINT INSURANCE FUND

IV. Introduction of Guests

There were introductions.

V. Approval of Meeting Minutes

A. Approval of the November 30, 2023 Board of Trustees' Open Meeting Minutes

Motion to approve the November 30, 2023 Board of Trustees' Open Meeting Minutes.

Moved: Vicky Guo

Seconded: Amy Dougherty

Vote: Approved: Unanimous Nay: Abstain:

B. Approval of the November 30, 2023 Board of Trustees' Closed Meeting Minutes

Motion to approve the November 30, 2023 Board of Trustees' Closed Meeting Minutes.

Moved: Brian Smyth

Seconded: Amy Dougherty

Vote: Approved: Unanimous Nay: Abstain:

C. Reports

1. Chairperson's Report - Robert Carfagno

There was no report.

2. Secretary's Report - Eric Larson

There was no report.

3. Attorney's Report - 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 \$4,560,995.31.

Moved: Tiffany Reneau

Seconded: Eric Larson

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 - J.A. Montgomery Consulting, LLC

Liam Callahan reviewed the loss control report that was included in the agenda packet.

7. Managed Care Organization - Medlogix, LLC

The report included in the agenda packet.

8. Risk Management Consultants

There was no report.

9. Claims Servicing Organization - Qual-Lynx

There was no report.

VI. Old Business

There was no old business.

DIPLOMA JOINT INSURANCE FUND

VII. New Business

- A. **Motion** to Introduce the 2023/2024 Fund Year Budget Revision #1.
Moved: Eric Larson
Seconded: Brian Smyth
Vote: Approved: Unanimous Nay:
- B. **Motion** to Introduce the 2024/2025 Fund Year Budget and Certify the Assessments.
Moved: Brian Smyth
Seconded: Eric Larson
Vote: Approved: Unanimous Nay:

VIII. Claims Subcommittee Report

- A. **Ratification of the Claims Committee's January 30, 2024 and March 7, 2024 Meeting Minutes.**
Motion to ratify the Claims Committee's January 30, 2024 and March 7, 2024 Meeting Minutes.
Moved: Brian Smyth
Seconded: Vicky Guo
Vote: Approved: Unanimous Nay:

IX. Public Comment

Betsy Cross spoke to the Board of Trustee members and attendees.

X. Closed Session

Motion to enter closed session.
Moved: Vicky Guo
Seconded: Eric Larson
Vote: Approved: Unanimous Nay:
Open Session was adjourned at 10:47 a.m.

Motion to adjourn closed session.
Moved: Eric Larson
Seconded: Brian Smyth
Vote: Approved: Unanimous Nay:
Open Session resumed at 12:00 p.m.

XI. Open Session Resumes

Motion to authorize the actions established in closed session.
Moved: Vicky Guo
Seconded: Eric Larson
Vote: Approved: Unanimous Nay:

Motion to authorize the administrator to enter into contract with Dennis McKeever, Chasan Lamparello Mallon & Capuzzo for Fund Attorney services at a rate of \$153/hr. from May 23, 2024 through July 1, 2024 or until a successor is appointed.
Moved: Vicky Guo
Seconded: Eric Larson
Vote: Approved: Unanimous Nay:

DIPLOMA JOINT INSURANCE FUND

Robert Carfagno appointed the following to the nominating committee:
Robert Carfagno, Eric Larson, Pamela Graziano and George Spina as an alternate.

XII. Adjournment

Motion to adjourn.

Moved: Vicky Guo

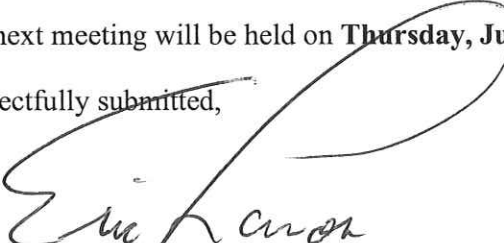
Seconded: Tiffany Reneau

Vote: Approved: Unanimous Nay:

The meeting adjourned at 12:07 a.m.

The next meeting will be held on **Thursday, July 25, 2024 at 10:00 a.m. via Zoom.**

Respectfully submitted,



Authorized Signature

7/29/24

Date