
DIPLOMA JOINT INSURANCE FUND

BOARD OF TRUSTEES' MEETING MINUTES
May 15, 2025

I. Call to Order - Robert Carfagno, Chairperson

The meeting was called to order at 10:10 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
Devanshu Modi	Manville Board of Education	Absent
Amy Doherty	Middletown Township Board of Education	Present
Pamela Graziano	North Plainfield 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

Karen Bishop-Johnson	Watchung Borough Board of Education	Absent
Beth Steinen	Ventnor City 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
Andrew Polo	Shore Regional High School District	Absent

Alternate Fund Commissioners:

Tiffani Reneau	North Plainfield Board of Education	Present
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Others Present

Barbara Murphy	Risk and Loss Managers, Inc.
Craig Klein	
Jaclyn Morgese	Chasan Lamparello Mallo & Capuzzo
Claudia Acosta	Qual-Lynx
Brian Maitland	J.A. Montgomery
Patti Fahy	Acrisure
Ivy Davis	Willis Towers Watson

IV. Introduction of Guests

There were introductions.

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V. Approval of Meeting Minutes

A. Approval of the December 5, 2024 Board of Trustees' Open Meeting Minutes

Motion to approve the December 5, 2024 Board of Trustees' Open Meeting Minutes.

Moved: Amy Doherty

Seconded: George Spina

Vote: Approved: Unanimous Nay: Abstain:

B. Reports

1. Chairperson's Report - Robert Carfagno

Appointment of Nominating Committee- Robert Carfagno appointed the following to the nominating committee: Robert Carfagno, Eric Larson and George Spina.

2. Secretary's Report - Eric Larson

There was no report.

3. Attorney's Report – Jaclyn Morgese

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 \$3,134,234.24.

Moved:

Seconded:

Vote: Approved: Unanimous Nay:

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

Barbara reviewed the memorandum in the agenda packet.

Motion to approve Neptune Board of Education contingent upon accepting their assessment and meeting the Diploma underwriting/loss control criteria.

Moved: Brian Smyth

Seconded: Amy Doherty

Vote: Approved: Unanimous Nay:

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

Brian Maitland 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.

VII. New Business

A. *Motion* to Introduce the 2024/2025 Fund Year Budget Revision #1.

Moved: Eric Larson

Seconded: Brian Smyth

Vote: Approved: Unanimous Nay:

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B. *Motion* to Introduce the 2025/2026 Fund Year Budget and Certify the Assessments.

Moved: Brian Smyth

Seconded: Eric Larson

Vote: Approved: Unanimous Nay:

C. *Motion* to approve Resolution 24-09 School Excess Liability Fund Membership Renewal.

Moved: Eric Larson

Seconded: Brian Smyth

Vote: Approved: Unanimous Nay:

VIII. Claims Subcommittee Report

A. *Motion* Ratification of the Claims Committee's January 14, 2025, February 11, 2025 and April 3, 2025 Meeting Minutes.

Motion to ratify the Claims Committee's January 14, 2025, February 11, 2025 and April 3, 2025 Meeting Minutes.

Moved: Brian Smyth

Seconded: Amy Doherty

Vote: Approved: Unanimous Nay:

IX. Public Comment

There was no public comment

X. Closed Session

Motion to enter closed session.

Moved: George Spina

Seconded: Brian Smyth

Vote: Approved: Unanimous Nay:

Open Session was adjourned at 10:51 a.m.

Motion to adjourn closed session.

Moved: Brian Smyth

Seconded: George Spina

Vote: Approved: Unanimous Nay:

Open Session resumed at 11:30 a.m.

XI. Open Session Resumes

Motion to authorize the actions established in closed session.

Moved: Brian Smyth

Seconded: Amy Doherty

Vote: Approved: Unanimous Nay:

Motion to authorize the administrator to issue RFP for Auditor services as well as issue RFP for Professional Legal Services as Defense Counsel.

Moved: Brian Smyth

Seconded: Amy Doherty

Vote: Approved: Unanimous Nay:

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XII. Adjournment

Motion to adjourn.

Moved: Amy Doherty

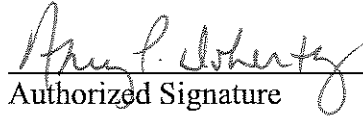
Seconded: Brian Smyth

Vote: Approved: Unanimous Nay:

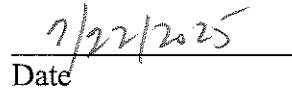
The meeting adjourned at 11:34 a.m.

The next meeting will be held on **Thursday, July 17, 2025 at 11:00 a.m. via Zoom.**

Respectfully submitted,



Authorized Signature



Date