

RESOLUTION NO. 19-16

**RESOLUTION OF THE SCHOOLS HEALTH INSURANCE FUND
RELEASE AN RFQ FOR AN
ADDITIONAL MEDICAL TPA**

WHEREAS, the Schools Health Insurance Fund ("Fund") is constituted as a School Board Joint Health Insurance Fund and is subject to certain requirements of the Public School Contract Law; and

WHEREAS, the Board of Trustees finds that it is necessary and appropriate to advertise Requests for Qualifications (RFQ) on behalf of the Fund for an additional medical third party administrator; and

WHEREAS, the appointment of such professionals is required and necessary to meet the purposes of the Fund; and

WHEREAS, although the Public School Contract Law, N.J.S.A. 18A:18A-1 et seq., authorizes the award of contracts for "Professional Services" without competitive bids, the Schools Health Insurance Fund will publish a request for Qualifications for professional service contracts in accordance with competitive negotiation procedure which satisfies the requirements of a fair and open process under N.J.S.A. 19:44A-20.4 et seq.; and

NOW, THEREFORE, BE IT RESOLVED by the Board of Trustees of the Fund that it does hereby establish and adopt the approved criteria presented to the Board of Trustees for the establishment and advertisement of RFQ's for a medical TPA for three Fund years;

BE IT FURTHER RESOLVED that the Chairman of the Fund is hereby authorized to execute this resolution;

BY: _____
CHAIRPERSON

ATTEST:

SECRETARY

RESOLUTION NO. 20-16

**SCHOOLS HEALTH INSURANCE FUND
RESOLUTION TO OFFER MEMBERSHIP**

WHEREAS, a number of local boards of education in the state of New Jersey have joined together to form a School Board Joint Insurance Fund, under the name of the Schools Health Insurance Fund (the "Fund"), as permitted by law; and

WHEREAS, the Fund held a Public Meeting on **May 25, 2016** for the purposes of conducting the official business of the Fund; and

WHEREAS, the Executive Director and Actuary of the Fund has reviewed the risk, underwriting detail, and actuarial projections for the Fund and recommends an annual total assessment as presented in detail; and

WHEREAS, it has been determined that the admission to membership in the Fund of the following school boards would be in the best interests of the Fund and the inclusion of the entity in the Fund is consistent with the Fund's By-laws;

SCHOOL BOARD	EFFECTIVE DATE
East Greenwich BOE	July 1, 2016
West Deptford BOE	July 1, 2016 - with exception request
Kingsway BOE	July 1, 2016
Delran BOE	August 1, 2016
Ogdensburg BOE	August 1, 2016
Deptford BOE	September 1, 2016

BE IT RESOLVED, that the Schools Health Insurance Fund hereby offers membership to the above mentioned entities on the dates set forth next to their names for medical, prescription, and/or dental coverage, contingent upon receipt of the Fund's authorizing resolution to join the Fund and its executed Indemnity and Trust agreement.

BE IT FURTHER RESOLVED, that the offer of coverage for medical and prescription for the West Deptford BOE shall include a two (2) month assessment deferral that is offered due to the unique membership history of this entity and is subject to the following conditions:

1. In the event of coverage or membership termination, the deferral would be paid back at the rates in effect at that time.
2. Future dividends would be applied to the deferral, at the rates in effect as of the date of the dividend, prior to being paid to the entity.

BY: _____
CHAIRPERSON

ATTEST:

SECRETARY

RESOLUTION NO. 21-16

**RESOLUTION OF THE SCHOOLS HEALTH INSURANCE FUND
RELEASE A REQUEST FOR QUALIFICATIONS FOR
WELLNESS COACHES**

WHEREAS, the Schools Health Insurance Fund (“Fund”) is constituted as a School Board Joint Health Insurance Fund and is subject to certain requirements of the Public School Contract Law; and

WHEREAS, the Board of Trustees finds that it is necessary and appropriate to advertise Requests for Qualifications (RFQ) on behalf of the Fund for an onsite wellness coaching service provider; and

WHEREAS, the appointment of such professionals is required and necessary to meet the purposes of the Fund; and

WHEREAS, although the Public School Contract Law, N.J.S.A. 18A:18A-1 et seq., authorizes the award of contracts for “Professional Services” without competitive bids, the Schools Health Insurance Fund will publish a request for Qualifications for professional service contracts in accordance with competitive negotiation procedure which satisfies the requirements of a fair and open process under N.J.S.A. 19:44A-20.4 et seq.; and

NOW, THEREFORE, BE IT RESOLVED by the Board of Trustees of the Fund that it does hereby establish and adopt the approved criteria presented to the Board of Trustees for the establishment and advertisement of RFQ’s for a wellness coach for one contract term;

BE IT FURTHER RESOLVED that the Chairman of the Fund is hereby authorized to execute this resolution;

BY: _____
CHAIRPERSON

ATTEST:

SECRETARY

RESOLUTION NO. 22-16

**RESOLUTION OF THE SCHOOLS HEALTH INSURANCE FUND
TO APPROVE 2016-2017 WELLNESS GRANT APPLICATION**

WHEREAS, the Schools Health Insurance Fund ("Fund") is constituted as a School Board Joint Insurance Fund and is subject to certain requirements of the Public School Contracts Law; and

WHEREAS, the Fund has reserved \$250,000 in the 2016-2017 Fund's budget for the purposes of wellness grants for member entities; and

WHEREAS, the Wellness and Claims committee has developed a grant application which has been reviewed and approved by the Board of Trustees;

NOW, THEREFORE, BE IT RESOLVED by the Board of Trustees of the Fund that the aforementioned grant application process is hereby approved and adopted as the Wellness Grant Application to be used by the Fund; and

BE IT FURTHER RESOLVED that the Chairman of the Fund is hereby authorized to execute this resolution;

BY: _____
CHAIRPERSON

ATTEST:

SECRETARY

SCHOOL HEALTH INSURANCE FUND BILLS LIST

Confirmation of Payment

APRIL 2016

WHEREAS, the Treasurer has certified that funding is available to pay the following bills:

BE IT RESOLVED that the School Health Insurance Fund's Executive Board, hereby authorizes the Fund treasurer to issue warrants in payment of the following claims; and

FURTHER, that this authorization shall be made a permanent part of the records of the Fund.

FUND YEAR CLOSED

<u>CheckNumber</u>	<u>VendorName</u>	<u>Comment</u>	<u>InvoiceAmount</u>
001075			
001075	STATE OF NJ HEALTH BENE FUND	STATE SURCHARGE ON BOE'S 2ND 2013	1,038,603.00
			1,038,603.00
		Total Payments Closed Year	1,038,603.00

FUND YEAR 2016

<u>CheckNumber</u>	<u>VendorName</u>	<u>Comment</u>	<u>InvoiceAmount</u>
001050			
001050	THOMAS F. ANGUELLA	VOIDED	1200.00-
			1200.00-
001052			
001052	STATE OF NJ HEALTH BENE FUND	FY 2016 ESTIMATED STATE SURCHARGE BOES	1,041,346.00
			1,041,346.00
001053			
001053	FLAGSHIP HEALTH SYSTEMS	DMO PREMIUMS - 04/2016	4,525.29
			4,525.29
001054			
001054	DELTA DENTAL OF NEW JERSEY INC	DENTAL ADMIN - 04/2016 - GRP 9475	7,987.95
			7,987.95
001055			
001055	AETNA LIFE INSURANCE COMPANY	PSUID 93807101 BP 1001 - 04/216	258,322.85
			258,322.85
001056			
001056	AMERIHEALTH NJ	TPA FEE 04/2016	17,644.00
			17,644.00
001057			
001057	AMERIHEALTH ADMINISTRATORS	TPA FEE 04/2016	17,808.00
			17,808.00
001058			
001058	PERMA RISK MANAGEMENT SERVICES	POSTAGE FEE 03/2016	37.48
001058	PERMA RISK MANAGEMENT SERVICES	INTERNET DOCUMENTATION - 04/2016	103.00
001058	PERMA RISK MANAGEMENT SERVICES	COBRA ADMIN - 04/2016	4,658.50
001058	PERMA RISK MANAGEMENT SERVICES	EXECUTIVE DIRECTOR FEE 04/2016	51,158.10
001058	PERMA RISK MANAGEMENT SERVICES	HIPAA COMPLIANCE - 04/2016	715.17
			56,672.25
001059			
001059	ACTUARIAL SOLUTIONS, LLC	FUND ACTUARY FEE 2ND QTR 2016	4,000.00
			4,000.00
001060			

001060	J. KENNETH HARRIS, ATTY AT LAW	PLAN DOCUMENT - 3/7&28/2016	472.50
001060	J. KENNETH HARRIS, ATTY AT LAW	FUND ATTORNEY SERVICES - 04/2016	2,810.00
			3,282.50
001061			
001061	VERRILL & VERRILL, LLC	TREASURER FEE 04/2016	1,512.22
			1,512.22
001062			
001062	MOORESTOWN COMMUNITY HOUSE	MAY MEETING ROOM RENTAL - 3/31/2016	275.00
			275.00
001063			
001063	COURIER TIMES INC.	ACCT: 2018817632 - 3/29/16 - BDGT ADPT	43.46
001063	COURIER TIMES INC.	ACCT: 2018817632 - 03/14/16 - BDGT INTRO	43.00
			86.46
001064			
001064	COURIER POST	ACCT: CHL-092208 - 03/26/2016 - ADPTD BD	21.60
001064	COURIER POST	ACCT: CHL-092208 - 3/12/16 - BUDGET	50.70
			72.30
001065			
001065	IMEDECS, INC.	PROFESSIONAL SERVICES - 3/24/16	425.00
001065	IMEDECS, INC.	PROFESSIONAL SERVICES - 3/24/2016	425.00
001065	IMEDECS, INC.	PROFESSIONAL SERVICES - 3/11/2016	425.00
001065	IMEDECS, INC.	PROFESSIONAL SERVICES - 3/11/2016	425.00
			1,700.00
001066			
001066	CONNER STRONG & BUCKELEW	RX - 04/2016	15,993.02
001066	CONNER STRONG & BUCKELEW	MEDICAL - 04/2016	109,667.91
001066	CONNER STRONG & BUCKELEW	BROKER FEE 04/2016	104,367.81
001066	CONNER STRONG & BUCKELEW	DENTAL - 04/2016	6,403.20
001066	CONNER STRONG & BUCKELEW	HEALTH CARE REFORM - 04/2016	1,962.72
			238,394.66
001067			
001067	CONNER STRONG & BUCKELEW	REIMBURSE MEETING REFRESHMENTS 3/16	386.40
			386.40
001068			
001068	MEDICAL EVALUATION SPECIALISTS	MES31816026343/3186028303 - 3/3/16	490.00
			490.00
001069			
001069	BROWN & CONNERY LLP	BOE SUIT UNDER SNJHIF - 03/2016	386.82
			386.82
001070			
001070	THE LANCE GROUP EMPLOYEE	FUND COORDINATOR - 04/2016	42,455.02
			42,455.02
001071			
001071	FRANKFORD TOWNSHIP BOE	ZUMBA CLASS - 03/1 & 17/2016	215.30
001071	FRANKFORD TOWNSHIP BOE	YOGA - 3/14 & 21/2016	150.00
001071	FRANKFORD TOWNSHIP BOE	WEIGHTWATCHERS PROGRAM - 3/16	781.20
			1,146.50
001072			
001072	THOMAS F. ANGUILLA	ONSITE HEARTSAVER CPR/AED TRAINING 02/16	1,200.00
			1,200.00
001073			
001073	ALEXANDRIA TOWNSHIP BOE	REIMB WELLNESS - COOKING DEMO 4/16	2,100.00

001073	ALEXANDRIA TOWNSHIP BOE	REIMBURSE WELLNESS - CHAR MESSAGE 4/16	1,980.00
			4,080.00
001074			
001074	MUNICIPAL REINSURANCE HIF	SPECIFIC REINSURANCE - 04/2016	355,527.87
001074	MUNICIPAL REINSURANCE HIF	AGGREGATE REINSURANCE - 04/2016	25,954.75
			381,482.62
		Total Payments FY2016	2,084,056.84

TOTAL PAYMENTS ALL FUND YEARS \$3,122,659.84

Chairperson

Attest:

Dated: _____

I hereby certify the availability of sufficient unencumbered funds in the proper accounts to fully pay the above claims.

Treasurer

**SCHOOL HEALTH INSURANCE FUND
BILLS LIST**

Resolution No. 23-16

MAY 2016

WHEREAS, the Treasurer has certified that funding is available to pay the following bills:

BE IT RESOLVED that the School Health Insurance Fund's Executive Board, hereby authorizes the Fund treasurer to issue warrants in payment of the following claims; and

FURTHER, that this authorization shall be made a permanent part of the records of the Fund.

FUND YEAR CLOSED

<u>CheckNumber</u>	<u>VendorName</u>	<u>Comment</u>	<u>InvoiceAmount</u>
001076			
001076	SOUTHERN NJ REG'L EMPLOYEE	TRANSFER FROM SHIF TO SNJHIF - 2015	32,694.26
			32,694.26

Total Payments Closed Year 32,694.26

FUND YEAR 2016

<u>CheckNumber</u>	<u>VendorName</u>	<u>Comment</u>	<u>InvoiceAmount</u>
001077			
001077	FLAGSHIP HEALTH SYSTEMS	DMO PREMIUMS - 05/2016	4,788.29
			4,788.29
001078			
001078	DELTA DENTAL OF NEW JERSEY INC	DENTAL FEE 05/2016 - GRP 9475	7,991.00
			7,991.00
001079			
001079	AETNA LIFE INSURANCE COMPANY	ACCT: PSUID 93807101 BP 10--RX FEE 5/16	2,864.25
001079	AETNA LIFE INSURANCE COMPANY	ACCT: PSUID 93807101 BP 10-TPA FEE 5/16	260,956.25
			263,820.50
001080			
001080	AMERIHEALTH NJ	TPA FEE 05/2016	17,556.00
			17,556.00
001081			
001081	AMERIHEALTH ADMINISTRATORS	MEDICAL FEE - 05/2016	17,682.00
			17,682.00
001082			
001082	PERMA RISK MANAGEMENT SERVICES	POSTAGE FEE 04/2016	8.84
001082	PERMA RISK MANAGEMENT SERVICES	INTERNET DOCUMENTATION - 05/2016	103.00
001082	PERMA RISK MANAGEMENT SERVICES	COBRA ADMIN - 05/2016	4,720.10
001082	PERMA RISK MANAGEMENT SERVICES	EXECUTIVE DIRECTOR FEE 05/2016	51,899.85
001082	PERMA RISK MANAGEMENT SERVICES	HIPAA COMPLIANCE - 05/2016	715.17
			57,446.96
001083			
001083	J. KENNETH HARRIS, ATTY AT LAW	PLAN DOCUMENT - 5/9/16	1,507.50
001083	J. KENNETH HARRIS, ATTY AT LAW	ATTORNEY FEE 05/2016	2,810.00
			4,317.50
001084			
001084	VERRILL & VERRILL, LLC	TREASURER FEE 05/2016	1,512.22
			1,512.22
001085			
001085	COURIER POST	ACCT: CHL-092208 - 4/21/16 - MTG	38.10
			38.10
001086			
001086	CONNER STRONG & BUCKELEW	REIMB LUNCH - SHIF MTG 1/27/16	192.66
001086	CONNER STRONG & BUCKELEW	REIMB WAWA GIFTCARD - 4/16 - COLLINGWOOD	884.99
001086	CONNER STRONG & BUCKELEW	RX FEE 05/2016	15,938.39
001086	CONNER STRONG & BUCKELEW	BROKER FEE 05/2016	115,471.22
001086	CONNER STRONG & BUCKELEW	DENTAL FEE 05/2016	6,405.64
001086	CONNER STRONG & BUCKELEW	MEDICAL - 05/2016	111,632.01
001086	CONNER STRONG & BUCKELEW	HEALTH CARE REFORM - 05/2016	1,997.86
			252,522.77
001087			
001087	ALPHA GRAPHICS	DELSEA BOE OE BOOKLETS - 5/9/16	634.90

001087	ALPHA GRAPHICS	SHIF OE MATERIALS - 05/09/2016	10,759.06
			11,393.96
001088			
001088	BROWN & CONNERY LLP	BOE SUIT UNDER SNJHIF - 04/2016	52.73
			52.73
001089			
001089	THE LANCE GROUP EMPLOYEE	FUND COORDINATOR - 05/2016	41,977.87
			41,977.87
001090			
001090	FRANKFORD TOWNSHIP BOE	ZUMBA CLASS - 04/2016	430.60
001090	FRANKFORD TOWNSHIP BOE	YOGA - 04/2016	300.00
			730.60
001091			
001091	TARA KERN	WELLNESS COORDINATOR - 5/16 - DELSEA BOE	750.00
			750.00
001092			
001092	CINDY MENDENHALL	WELLNESS COORDITATOR - 5/16/16	750.00
			750.00
001093			
001093	WELLNESS COACHES USA	WELLNESS COACHING - 05/2016	9,850.00
			9,850.00
001094			
001094	US WELLNESS INC.	CSBCLSWD41-4/26/16-BIOMETRIC SCREENING	2,317.00
			2,317.00
001095			
001095	MUNICIPAL REINSURANCE HIF	SPECIFIC REINSURANCE - 05/2016	361,895.30
001095	MUNICIPAL REINSURANCE HIF	AGGREGATE REINSURANCE - 05/2016	26,371.25
			388,266.55
		Total Payments FY2016	1,083,764.05

TOTAL PAYMENTS ALL FUND YEARS \$ 1,116,458.31

Chairperson

Attest:

Dated: _____

I hereby certify the availability of sufficient unencumbered funds in the proper accounts to fully pay the above claims.

Treasurer

RESOLUTION NO. 23-16

**SCHOOLS HEALTH INSURANCE FUND
APPROVAL OF THE APRIL AND MAY 2016 BILLS LIST AND TREASURERS REPORT**

WHEREAS, the **Schools Health Insurance Fund** (the "Fund") held a Public Meeting on **May 25, 2016** for the purposes of conducting the official business of the Fund; and

WHEREAS, The Treasurer for the Fund presented bills lists to satisfy outstanding costs incurred for operating the Fund during the months of April and May 2016 for consideration and approval of the Board of Trustees; and

WHEREAS, The Treasurer for the Fund presented a Treasurers Report which detailed the claims payments and imprest transfers for the Fund for the Month of March for all Fund Years for consideration and approval of the Board of Trustees; and

WHEREAS, a quorum of the Board of Trustees was present thereby conforming with the By-laws of the Fund to conduct official business of the Fund,

NOW THEREFORE BE IT RESOLVED the Board of Trustees of the **Fund** hereby approves the Bills List for April and May 2016 prepared by the Treasurer of the Fund and duly authorize and concur said bills to be paid expeditiously, in accordance with the laws and regulations promulgated by the State of New Jersey for School Board Joint Insurance Funds.

NOW, THEREFORE BE IT FURTHER RESOLVED, the Board of Trustees of the **Fund** hereby approves the Treasurer's Report as furnished by the Treasurer of the Fund and concur with actions undertaken by the Treasurer, in accordance with the laws and regulations promulgated by the State of New Jersey for School Board Joint Insurance Funds.

ADOPTED: MAY 25, 2016

BY: _____
CHAIRPERSON

ATTEST:

SECRETARY