**Fire Fighters & Law Enforcement Advisory Committee Meeting**

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**June 25, 2020**

**8:30 am to 9:30 am**

**ZOOM Meeting and Dial Conference Number 1-877-455-0244 PIN# 2177171953**

Committee members in attendance: Chief Phillip Hamm, Paul Gaspar, Ronnie Green, Kurt Caswell, Exec. Director Employee Health & Benefits, Joan Hanscom, Program Administrator Employee Health & Benefits Daniel Felkel, Chief Richard Caton

Committee members absent: John Martell

Others present: Mr. Henry Beck, State of Maine Treasurer, Jack Moore, Harpswell Advisors

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| Agenda Item | Discussion | Action/Next Steps |
| I. Call to Order (8:32pm) | Kurt Caswell called the meeting to order |  |
| II. Approval of Meeting Minutes | Meeting minutes from June 25, 2020 were reviewed. | No changes to the meeting minutes were requested. Ronnie Green motioned to accept the meeting minutes. Seconded by Paul Gaspar. Motion Approved. |
| III. Legislation Update | None |  |
| IV. Membership Update | None |  |
| V. Financial Reports: | Kurt Caswell gave a brief update that the State is moving forward with transitioning the FF-LEO monies into a dedicated Trust effective July 1, 2020. Kurt is working with the Controller’s office to establish the amount of monies to designated for the administration account. Mr. Henry Beck, State of Maine Treasurer, explained to the Advisory Committee the process regarding the transition of the FF-LEO monies to its dedicated Trust. Mr. Beck is still working on the Memorandum of Understanding and will supply it to the Trust as soon as it is available. Mr. Beck explained to the Advisory Committee that they may want to establish a Trust Charter. Mr. Beck indicated he would draft a Trust Charter for the Advisory committee to review. Mr. Jack Moore, Harpswell Advisors explained how they will be investing the FF-LEO Trust monies. He gave the Advisory Committee information regarding Harpswell’s Investment Portfolio and protocols. The FF-LEO Trust monies will be held by Pershing thru Melon Bank. Questions were answered regarding security, policies and procedures regarding Harpswell’s processes. Reports will be available monthly and quarterly. Henry Beck & Kurt Caswell will research how much autonomy the FF-LEO Trust will have when it comes to investment strategies. | Kurt Caswell and Henry Beck |
| V1. Updates | None |  |
| 1. Town of Saco Appeals | Appeals have been received from Jason Decker and Donald Fiske from the Town of Saco. | Appeal Meeting set up for July 9, 2020 after Advisory Meeting. |
| V11. New Business: | None |  |
| V111. Other Business: | None |  |
| V11II. Adjourn Meeting (9:25 pm) | Next meeting July 9,2020 8:30 to 10:00. Advisory Meeting first then the Appeals Panel to meet directly after the meeting. | Motion to adjourn made by Dan Felkel and seconded by Ronnie Green. Motion Approved. |

JH 6.26.20