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

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**May 18, 2020**

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

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

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

Committee members absent:

Others present:

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| Agenda Item | Discussion | Action/Next Steps |
| I. Call to Order (8:32am) | Kurt Caswell called the meeting to order |  |
| II. Approval of Meeting Minutes | Meeting minutes from May 7, 2020 were reviewed. | No changes to the meeting minutes were requested. Ronnie Green motioned to accept the meeting minutes. Seconded by John Martell. Motion Approved. |
| III. Legislation Update | None | Pending Legislative Approval |
| IV. Membership Update | None |  |
| V. Financial Reports: | Kurt Caswell gave an update regarding LD 1664 which establishes a dedicated Trust Fund for which the monies from the Fire Fighters & Municipal Law Enforcement Health Insurance Subsidy Program will be transferred over by July 1, 2020. Kurt supplied information regarding how the trust will be maintained by the Office of the State Treasurer. Statements will be provided from Pershing (Mellon Bank). These statements highlight positions, asset levels and activity. Quarterly performance reports will be supplied. Kurt has requested that the Advisory Committee have a seat at the table for the analysis session(s). |  |
| V1. Updates | The Advisory Committee reviewed the draft language and process for appeals. Discussion and changes were recommended to the draft process. Revised language will be presented for Advisory Committee approval and incorporation in Committee Bylaws at next meeting | Joan Hanscom to revise appeal language |
| 1. Town of Saco Appeal | The Town of Saco sent correspondence requesting refunds for two current employees who were erroneously continued to be enrolled in the Fire Fighters & Law enforcement Subsidy Program after they were no longer eligible. | Request tabled due to no formal appeal process having been agreed to and voted on for inclusion in the Bylaws. Request was deferred until the Bylaws can be revised to include an Appeal process. |
| V11. New Business: | None |  |
| V111. Other Business: | None |  |
| V11II. Adjourn Meeting (9:30 am) | Next meeting May 18, 2020 1:30 to 3:00 | Motion to adjourn made by John Martell and seconded by Ronnie Green. Motion Approved. |

JH 5.28.20