



Michigan Township Participating Plan

RATIFIED

Michigan Township Participating Plan
Annual Board of Directors Meeting
July 15, 2021 – 1:30 p.m.
Amway Grand Plaza,
Grand Rapids MI

1. **Call to Order:** Chairperson Lile called the meeting to order at 01:31 p.m.
2. **Roll Call:** Secretary Randall took roll call.

Paul Lehto, Zone 1 – present	Gary Brandt, Zone 6 – present
David Blake-Thomas, Zone 2 – present	Michael Boskee, Zone 7 – present
Glen Lile, Zone 3 – present	Linda Preston, Zone 8 – present
Diane Randall, Zone 4 – present	William Bamber, Zone 9 – present
Judy Maike, Zone 5 – present	

Others Present:

- Thomas Harmeyer, Tokio Marine HCC
- Jennifer Venema, Tokio Marine HCC
- Gregory Zarotney, Tokio Marine HCC
- Jeffrey McCray, Tokio Marine HCC
- Theresa McNally, Tokio Marine HCC
- Catarina DeSchutter, Tokio Marine HCC
- Ashley Higginson, Miller Canfield
- Pat Gregory, UHY
- Mindy Hines, Houghton Lake Ambulance
- Doug Baum, City of Grayling Police Department
- Kevin Decker, Decker Agency
- Ryan Brown, Decker Agency
- Shari Miranda, BHS Insurance
- Chris Arendshorst, BHS Insurance
- Melissa Skiendziel, MRM Agency
- Jeff Gowan, MRM Agency
- Jon Johnson, Burnham & Flower Insurance Group
- Megan Roschek, Burnham & Flower Insurance Group
- Linda Lile, Guest

3. **New Business:**

A. **Introduction of Guests**

Chairperson Lile welcomed the Chairpersons for the Fire/EMS and Law Enforcement Committees.

B. **Acceptance of New Program Members**

Motion Stated: Secretary Randall made a motion to accept all new Michigan Township Participating Plan members.

Motion Supported: Director Brandt

Aye: All

Nay: None

Motion Status: The motion carried unanimously.

C. Executive Slate Recommendations

Chairperson Lile read the Executive Slate Recommendations from the June 2021 Election Committee meeting.

Chairperson: Linda Preston

Vice Chairperson: Diane Randall

Secretary: Gary Brandt

Chairperson Lile opened the floor for any nominations for Chairperson.

Motion Stated: Director Bamber made a motion to close nominations for Chairperson and to accept the nomination of Linda Preston as Chairperson of the Board of Directors.

Motion Supported: Secretary Randall

Aye: Lehto, Blake-Thomas, Lile, Randall, Maike, Brandt, Boskee, Preston, Bamber

Nay: None

Motion Status: The motion carried unanimously.

Chairperson Lile opened the floor for any nominations for Vice Chairperson.

Motion Stated: Director Bamber made a motion to close nominations for Vice Chairperson and to accept the nomination of Diane Randall as Vice Chairperson of the Board of Directors.

Motion Supported: Director Brandt

Aye: Lehto, Blake-Thomas, Lile, Randall, Maike, Brandt, Boskee, Preston, Bamber

Nay: None

Motion Status: The motion carried unanimously.

Chairperson Lile opened the floor for any nominations for Secretary.

Motion Stated: Director Bamber made a motion for nominations for Secretary to be closed and to accept the nomination of Gary Brandt as Secretary of the Board of Directors.

Motion Supported: Director Brandt

Aye: Lehto, Blake-Thomas, Lile, Randall, Maike, Boskee, Preston, Bamber

Abstain: Brandt

Nay: None

Motion Status: The motion carried unanimously.

D. Board Committees

Chairperson Lile stated that Vice Chairperson Preston will provide updated 2021-2022 MTPP Board Committee assignments. This list will be posted to the Par Plan website as well as emailed directly to all Directors.

E. 2021-2022 Budget Adoption

Director Bamber noted that the proposed MTPP 2021-2022 budget recommended one virtual meeting per year. According to the open meetings act, this cannot happen. The budget for the meetings will be increased by \$7,000 and legal fees will be reduced by \$7,000.

Motion Stated: Secretary Randall made a motion to adopt the proposed budget with the aforementioned change.

Motion Supported: Director Lehto

Aye: All

Nay: None

Motion Status: The motion carried unanimously.

4. Program Administrator Reports:

- A. Underwriting**
- B. Claims**
- C. Risk Control**
- D. MTPP Administrator**

Mr. Harmeyer addressed the board and started the presentation of the Program Administrator's update. He presented an overview of how the Administrator and the Board work together for the benefit of the Plan.

Ms. Venema shared how the Administrator serves the Plan, highlighted the dedicated team that supports the Plan, covered the many successes of the past year and provided a historical overview of the Risk Reduction Grant Program.

Mr. Zarotney provided a review of the Risk Control Department and the benefits they provide to members, specifically highlighting HR MUNI.

Mr. McCray provided the board with a summary of the activities of the Underwriting and Claims Services. He also presented on the current cyber threats and how the Plan supports its members by offering comprehensive and affordable cyber coverage.

5. Service Provider's Reports:

A. Legal Counsel

Ms. Higginson addressed the board and thanked them for the ability to meet in person. She looks forward to providing a FOIA and OMA training to the board.

Chairperson Lile asked for clarification that the Per Diem policy will be written up before the next board meeting. Ms. Venema noted that she and Ms. Higginson would be happy to put an overarching administrative policy together that includes the Per Diem policy. Ms. Higginson confirmed that they will be working to prepare these for the October Board meeting.

B. Accounting

Mr. Gregory noted that the Letters of Engagement are signed, and they are prepared to start the annual audit. He explained the history of what the audit looked like and noted that he will be able to give his full audit report at the October board meeting.

C. Fund Investment

Ms. Venema noted that there was a packet provided to the board members which included an outline of the services that Morgan Stanley provides.

D. Actuarial

Ms. Venema stated that Oliver Wyman will begin their actuarial study within the next few weeks and that Troy Meadows will be attending the meeting in October and will provide his report at that time.

6. Committee Reports:

A. Law Enforcement

Doug Baum, Law Enforcement Committee Chairperson, addressed the board and noted that the Law Enforcement Committee met virtually on March 25 and 26. He elaborated on the policies that were reviewed, naming a few that are congruent with what a lot of officers are dealing with in action.

Chief Baum urged the Board to educate our members on the concept of Qualified Immunity. He stated that it is predicted that if Qualified Immunity is lost, many entities will end up losing their police force.

B. Fire/EMS

Mindy Hines, Fire/EMS Committee Chairperson, introduced herself and noted that she has been on the committee for 23 years. She shared that there are 11 members in the committee representing all aspects of Fire and EMS. Ms. Hines stated that the newly adopted Bloodborne and Respiratory Illness policies have been well received as our members are still encountering the COVID-19 pandemic.

Digital imagery and solar farms are the new concepts that will be reviewed at the upcoming meetings. She noted that it is great to be back in person and thanked the Board on behalf of the Committee.

7. General Discussion / Public Comment

Vice Chairperson Preston stated that she was very pleased with the June Special Board Meeting. She noted that it was a very positive experience and a very productive meeting.

Mr. Harmeyer congratulated Vice Chairperson Preston on election to Chairperson of the MTPP Board of Directors. He noted this is only the 2nd time a woman has been the chairperson and the first time that there have been two women on the Executive Committee.

8. Adjournment:

Chairperson Lile declared the meeting adjourned at 2:54p.m.

Date Ratified: October 22, 2021

By: Gary L. Brandt
Gary Brandt, MTPP Secretary