

**MAYFLOWER MUNICIPAL HEALTH GROUP STEERING COMMITTEE**  
**MINUTES OF MEETING**  
**June 21, 2023, 8:30a.m.**  
**Meadow Brook Family Restaurant**  
**1486 Main Street,**  
**Hanson, MA. 02341**

**Attendance Steering Committee members:**

Michael Levy, Town of Bridgewater  
Michael Buckley, Town of Hull  
John Sciara, Professional Fire Fighters of Massachusetts  
Ray Ledoux, Brockton Area Transit Authority  
Derek Sullivan, Town of Wareham  
Michael Maresco, Town of Marshfield  
Mary Beth Carter, Town of Whitman

**Guests:**

Thomas O'Brien, Treasurer MMHG  
Kevin Feeley, MMHG Attorney  
Sheila Avery, MMHG  
Marianna Gil, Gallagher Benefit Insurance Services  
Diane Laflash, Gallagher Benefit Insurance Services  
Mike Hurley, Point 32 Health  
Helga DaRosa, BCBSMA  
Matthew Hanley, Plymouth County

Chairman Levy called the meeting to order at 8:39 a.m. He announced the meeting will be recorded for meeting minute purposes.

1. **Accept meeting minutes**

MOTION: Maresco made a motion to approve the May 25, 2023 meeting minutes.  
SECOND: Buckley  
VOTE: Motion passed unanimously

2. **MMHG FY24 Wellness program funding request-vote**

Avery reviewed the FY23 budget and stated we have total funding of \$90,000 and we provide so many programs with these resources. She stated we've had 10 challenges with over 1,000 people participating and over 465 onsite classes. She said the member units are still coming back to in person events and we look forward to FY24. She said she would have a full report at the General Board meeting.

Avery reviewed the FY24 budget and requested \$50,000 to fund the initiatives as stated in the budget.

MOTION: Maresco made a motion to fund \$50,000 for the FY24 Wellness program.  
SEOND: Buckley  
VOTE: motion passed unanimously

3. **Treasurer's report**

Treasurer O'Brien stated he will review the financial statements at the General Board meeting. He said we did use \$3,770,546.21 in reserves but are still below what we projected we would need to use for FY23. He stated our fund balance on May 31, 2023 is \$29,326,633.84.

MOTION: Maresco made a motion to accept the May 31, 2023 Treasurer's financial reports as presented by the Treasurer.

SECOND: Ledoux

VOTE: motion passed unanimously

4. **MMHG Anti-Fraud Policy**

Attorney Feeley said the anti-fraud policy was a recommendation from the auditors and he explained the process of creating it. He said the policy discourages fraud, puts a process in place to review so that fraud is not committed, and the actions MMHG will take if there is fraud. He reviewed the anti-fraud policy that was emailed to all Steering Committee members.

Treasurer O'Brien said the Finance Committee did review the previous version and voted to accept it. He said Ledoux's added language is a value add.

Ledoux asked attorney Feeley to explain the random reviews of actions. Attorney Feeley stated Ledoux will help with coming up with a schedule of what is to be reviewed with management.

Treasurer O'Brien stated we have reviewed the actions for this year, including processes, and will also get a post office box to better secure payments received.

MOTION: Carter made a motion to accept the MMHG Anti-Fraud policy as presented.

SECOND: Maresco

VOTE: motion passed unanimously

5. **Gallagher's MMHG FY23 Funding Analysis**

Chairman Levy stated Gallagher will review the Funding Analysis at the General Board meeting.

6. **Next meeting-Steering**

Chairman Levy said the next Steering Committee meeting will be held at the MMHG offices, and is scheduled for August 10, 2023, 9:00am.

7. **Any other Business**

none.

Chairman Levy recessed the meeting at 8:55a.m until the conclusion of the General Board meeting.

Chairman Levy call the meeting back to order at 10:31 a.m.

8. **Adjourn**

Maresco motioned to adjourn the meeting at 10:31 a.m., seconded by Sullivan and voted unanimously.

Respectfully submitted,  
Sheila Avery

**Reference Documents for this Meeting:**

MMHG Wellness draft budgets FY23 & FY24

Treasurer's FY23 financial reports (May 31, 2023)

Gallagher's FY23 Funding Analysis presentation, (claims paid through May, 2023)

MMHG Anti-Fraud policy