

**MAYFLOWER MUNICIPAL HEALTH GROUP STEERING COMMITTEE**  
**MINUTES OF MEETING**  
**June 24, 2024, 9:00a.m.**  
**Mayflower Municipal Health Group**  
**65 Cordage Park Circle,**  
**Suite 110, Plymouth, MA. 02360**

**Attendance Steering Committee members:**

Michael W. Levy, Town of Bridgewater  
Ray Ledoux, Brockton Area Transit (BAT)  
Michael Buckley, Town of Hull  
Michael Maresco, Town of Marshfield  
Jason Leto, Mass Teachers Association  
Kevin Powell, Retiree  
John Sciara, Professional Fire Fighters of Mass  
Mary Beth Carter, Town of Whitman

**Guests:**

Thomas J. O'Brien, Treasurer MMHG  
Kevin Feeley, MMHG Attorney  
Sheila Avery, MMHG  
Matthew Hanley, MMHG  
Kelly Morse Perez, MMHG

Chairman Levy called the meeting to order at 9:05 a.m. He announced the meeting will be recorded for meeting minute purposes.

1. **Accept meeting minutes**

MOTION: Ledoux made a motion to accept the June 6, 2024 meeting minutes.

SECOND: Buckley

VOTE: motion passed unanimously

2. **MMHG Insurance Management consultant services- possible vote**

Chairman Levy said MMHG distributed an RFP for insurance management services and introduced Attorney Feeley.

Attorney Feeley stated the MMHG Insurance Management consultant services RFP is similar to what we have done in the past. He said we received responses from Gallagher and Lockton. He said the RFP responses were reviewed and then the price proposals were opened. He said the bids were very close and both companies have excellent attributes. He said upon review of the proposals the review committee stated Lockton submitted the superior proposal.

Powell asked if the RFP was sent to other companies and if we heard why the other companies didn't respond. Attorney Feeley said we advertised the RFP but no other responses were received. Attorney Feeley said one other company stated MMHG was too big for them.

Ledoux asked and confirmed about the evaluation committee/methodology and Lockton coming out as superior. He asked about the fact Gallagher had a few exceptions and Lockton didn't have any. Attorney Feeley agreed and stated he felt Gallagher's notes were from a corporate perspective.

Ledoux said he was impressed with the RFP and process.

Ledoux asked about cyber security and protecting information. He asked about Lockton's commitment to protecting sensitive information. He asked Attorney Feeley if this would be addressed in the contract and Feeley agreed .

Maresco said just because we went out to bid does not mean Gallagher did a bad job. He said Gallagher has been great to MMHG over the years and we have flourished. He said the RFP is great and the scope defines what we are looking for. He said this is good for MMHG and thanked the team.

Sciara asked about the transfer of duties such as claims and reporting. Avery stated Gallagher will continue to receive information for the FY24 claims period in order to close out the year. Chairman Levy said we may have to pay Gallagher to finish the FY data if we make the change.

Ledoux said Lockton's proposal talks about commission and the requirement to notify MMHG. He said commission should be noted upfront. Attorney Feeley said we will put this in the contract.

Powell said MMHG could be Lockton's first JPG and asked what their MA municipal experience is. Attorney Feeley stated he called one of the towns and received a good reference.

Leto said he has worked with Lockton and gave a positive review.

There was a brief discussion regarding Lockton's experience with no action taken.

Treasurer O'Brien stated we rely less on our consultant versus other joint purchase groups as we have our administration office. He said our internal management compliments MMHG and Lockton will work well with the team.

Ledoux asked about timely notification period of either party to term as well as assignment. Attorney Feeley stated we will address this in the contract.

There was a brief discussion regarding the consultant's employee turnover with no action taken.

MOTION: Maresco made a motion to award the Insurance Management consultant services to Lockton, effective July 1, 2024, contingent on adequate terms of the contract.

SECOND: Sciara

VOTE: motion passed unanimously.

Attorney Feeley requested to defer the Executive Session and Chairman Levy agreed.

3. **Next meeting- Steering Committee and Finance Committee**

Treasurer O'Brien stated the MMHG investment portfolio manager reviews his report at the Finance Committee meetings. He said it would be a good idea to have him review with the Steering Committee so we will have both meetings on the same day.

Chairman Levy said the next Steering Committee and Finance Committee meetings will be held at the MMHG offices, on September 12, 2024, 9:00am.

4. **Any other business**

MOTION: Maresco made a motion to authorize the Chairman to sign the Lockton contract.

SECOND: Powell

VOTE: Unanimous

Chairman Levy recognized and thanked John Sciara for 16 years of service on the Steering Committee.

Chairman Levy recognized and thanked Michael Buckley for his year of service on the Steering Committee. The Chairman presented them both with Certificate of Achievement awards.

5. **Adjourn**

Maresco motioned to adjourn the meeting at 9:40 a.m., seconded by Carter and voted unanimously.

Respectfully submitted,  
Sheila Avery

**Reference Documents for this Meeting:**

None