State of Maine

LOSAP Board of Directors Meeting Minutes

January 22, 2018

Attendees: Bill Gillespie, Bill Hussey, Jeff Brackett, and Fred Brewer

Brent Libby and Tim Nichols were excused

Guests: Dan Brooks and Maine Fire Protection Services Commission

The meeting was called to order by Bill Gillespie at 10:08

Minutes from the board meeting held in December were presented for approval. Bill Hussey made a motion to approve the minutes, Jeff Brackett seconded the motion. The minutes were then approved by all the trustees in attendance.

Bill Gillespie asked Dan Brooks if any progress has been made on the approval of the By-Laws by the Attorney Generals office. Dan advised that he had reached out to them but has not received any information as of today. Bill also asked Dan on the status of the representative from MMA. Dan advised us that Steve Bunker had checked with MMA and they have a board meeting coming up. Someone will be appointed at that time.

Secretary’s position discussed. Fred discussed an attorney in Portland named Gregg Ginn. Fred will contact him to see if he is interested.

Fred reviewed the point program that his department currently uses. At our November meeting he had ask the board members to take the spreadsheet back to their department and fill them out for review. With this information Fred explained how the points are earned. All members are required to complete the BLS requirement to qualify. Points are earned based on attendance at trainings, meetings and responding to calls. This is weighted with more points for calls and training. We all agreed that we should look to make it as simple as possible with each department tracking the information. We agreed that we should base the call points by number of calls not the number of hours on calls. Also discussed were the points earned in each category. Fred will look at adjusting the contribution rate to $10.00 to get us closer to a $300.00 minimum contribution.

We spent time reviewing the possible ways of documenting and tracking the program. Understanding that with State funds we will be subject to audit of all funds and how they are earned. We will need to ensure that all departments understand the program to ensure that they are capable of an audit review.

We discussed the need to get the program out to the Chiefs and Firefighters throughout the State. We are looking at rolling the LOSAP program out to the Chiefs at their Association meeting in March at Sunday River and then at the Firefighter Convention in Portland in September. Fred mentioned that we will need to look at funding for stationary and mailers to send out information to the Chiefs and Firefighters. Bill asked if he felt $1,000.00 from MSFFF & MSFC would work and Fred felt $2,000.00 per would be more in line with our need. Bill Hussey made a motion and Jeff Brackett seconded to ask the two organizations for the necessary funds with the Chiefs Association/MMA holding the assets. All members approved. Jeff offered to talk to the Firefighter’s Association and Bill will talk to the Chiefs Association.

Bill Hussey made a motion to adjourn, Jeff Brackett seconded, all members in attendance approved. Meeting adjourned at 11:46.

Our next meeting is scheduled for Monday, February 12th at 10 AM

Respectfully,

Bill Gillespie