

**MINUTES OF THE AUGUST 26th, 2021 at 11:30PM
ADMINISTRATIVE BOARD MEETING
OF THE UTAH LOCAL GOVERNMENTS TRUST**

Board Members Present:

- | | | |
|------------------------------|----------------------------|---------------------------------|
| 1. Todd S. Beutler | 5. Bradley M. Powell | 8. Commissioner G. Thomas Tripp |
| 2. Mayor Robert M. Hale | 6. Pamela A. Roberts | |
| 3. Mayor Stephanie L. Miller | 7. Christopher F. Robinson | |
| 4. Shawn B. Milne | | |

Board Members Absent:

1. Mayor Kenneth Neilsen (joined via phone)
2. David Zook (joined via phone)

Staff Present:

Steven A. Hansen
Mike Stagg

General Counsel:

A. Craig Hale, Attorney at Law, Hale & Wood, LLP

1. ORDER

Board Chair, Christopher Robinson called the meeting to order at 11:40am on Thursday, August 26, 2021.

2. MINUTES APPROVAL

Motion to approve the minutes of the meeting of the Administrative Board of the Utah Local Governments Trust held May 13, 2021, was made by Bradley Powell and seconded by Mayor Stephanie Miller. Motion passed unanimously.

3. CLOSED SESSION: DISCUSS PENDING OR THREATENED LITIGATION

Closed session not required.

4. APPOINTMENT OF BUDGET OFFICER

Motion to approve the appointment of Jody Pettet as Budget Officer of Utah Local Governments Trust was made by Todd Beutler and seconded by Pamela Roberts. Motion passed unanimously.

5. APPOINTMENT OF PROCUREMENT OFFICER

Motion to approve the appointment of Brady Loveland as Procurement Officer of Utah Local Governments Trust was made by Pamela Roberts and seconded by Shawn Milne. Motion passed unanimously.

6. ACKNOWLEDGEMENT OF PERSONAL USE OF UTAH LOCAL GOVERNMENTS TRUST TECHNOLOGY AND DEVICES

Motion to approve the Acknowledgement of Personal Use of Utah Local Governments Trust Technology and Devices was made by Pamela Roberts and seconded by Bradley Powell. Motion passed unanimously.

7. TRUST LEADERSHIP FOUNDATION

Motion to ratify the creation of the Trust Leadership Foundation that includes as Directors: Steven Hansen, Jody Pettet, Mike Stagg and Officers: Steven Hansen, President and Jody Pettet, Secretary/Treasurer was made by Mayor Robert Hale and seconded by Shawn Milne. Motion passed unanimously.

8. PARTNERSHIP WITH GEORGETOWN LAW ACTIVE BYSTANDERSHIP FOR LAW ENFORCEMENT (ABLE Utah) PROJECT

Steven Hansen introduced, explained, and led a discussion on the Active Bystander for Law Enforcement (ABLE Utah) Project. Motion to approve the Partnership with Georgetown Law Active Bystandership for Law Enforcement (ABLE Utah) Project was made by Bradley Powell and seconded by Todd Beutler. Motion passed unanimously.

9. OPEN AND PUBLIC MEETINGS ACT TRAINING

Craig Hale provided training on the Open and Public Meetings Act. Moving forward, each Administrative Board Meeting of Utah Local Governments Trust will have a standing agenda item for a public comment session, with a limit of three (3) minutes per comment. All Trust Board Members have completed the yearly Open and Public Meetings Act Training. Mike will send certificates of completion.

10. PERFORMANCE AND DISCUSSION

Steven Hansen reviewed details of each performance metric:

- a. Exhibit 1: Financial Snapshot
- b. Exhibit 2: Member Composition
- c. Exhibit 3: Market Penetration
- d. Exhibit 4: Membership Growth
- e. Exhibit 5: Claim Frequency
- f. Exhibit 6: Claim Count
- g. Exhibit 7: Claim Severity
- h. Exhibit 8: Online Training
- i. Exhibit 9: Loss Prevention
- j. Exhibit 10: Investments
- k. Exhibit 11: Financials
- l. Exhibit 12: Claims Performance Overview

Motion to approve the Trust investments, financials and disbursements for the period ending July 31, 2021 was made by Todd Beutler and seconded by Pamela Roberts. Motion passed unanimously.

11. OTHER BUSINESS

Mayor Stephanie Miller asked about board training in 2022. Steven Hansen would like to have the board attend the ABLE conference in August 2022.

12. MOTION TO ADJOURN

A motion to adjourn the August 26, 2021 Administrative Board Meeting of Utah Local Governments Trust was made by Mayor Robert Hale and seconded by Pamela Roberts at 12:51pm. Motion passed unanimously.

2021 TENTATIVE DATES AND TIMES

- Friday, October 22, 2021 – Board Meeting, 11:30am
- Friday, December 10, 2021 – Board Meeting 2:00pm, Dinner 5:00pm

Sincerely,

A handwritten signature in black ink, appearing to read 'Steve', written in a cursive style.

Steven A. Hansen, CEO