

From: "Malcolm L. Ulmer" <mlu@mainecounties.org>
Subject: **MCCA Risk Pool Directors, Authorized Proxy Representatives, and Primary Contact Persons for 2024**
Date: December 13, 2023 at 11:08:07 AM EST

Dear County Administrators / Managers / Clerk:

Please provide the following information to me via reply e-mail by no later than December 29, 2023:

1. The elected official who will be serving as your entity's appointed representative to the Risk Pool's Board of Directors in 2024;
2. The authorized individual who will be serving as your entity's proxy representative in 2024; and
3. The individual who will be serving as your entity's primary point-of-contact with the Risk Pool in 2024.

Your primary point-of-contact serves as the contact person for routine matters and general communications between the Risk Pool and your entity and is also responsible for implementing and managing loss control measures and other directives issued by the Risk Pool. This individual has traditionally been the county administrator / manager / clerk, but this individual could also be the elected official who serves on the Risk Pool's Board of Directors or another person selected by your entity.

As a reminder, the Risk Pool's proxy policy is, as follows: "Any Director who shall be absent from a meeting may be replaced by another commissioner designated in writing by the Director, or by the administrator, clerk or manager from the Director's County designated in writing by the Board of County Commissioners from the Director's County, to vote in place of the Director. Each proxy designation shall be submitted in the manner prescribed by the Risk Pool's Board of Directors and be submitted in advance of any proxy votes being cast. Standing proxies shall be permitted. In the event that the designee of the Director is present along with an administrator, clerk or manager, the designee of the Director would exercise the proxy. Directors shall not be required to be present in order to cast a vote if they are able to participate in the discussion and vote by telephone."

Thank you in advance for your timely response to this request. Knox County may disregard this notice, as I have received its submission for 2024.

Please contact me with any questions.

Regards,

Malcolm L. Ulmer, Director of Operations
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207-894-7166 Telephone
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