**MINUTES OF THE MEETING**

**Achieving a Better Life Experience Program Committee**

Wednesday, May 30, 2018 at 10:00 am

Victory Building Conference Room, Suite 275 -- Little Rock, AR 72201

A meeting of the Arkansas Achieving a Better Life Experience Program Committee (“Committee”) was held on Wednesday, May 30, 2018 at 10:00 am in the Victory Building Conference Room, Suite 275. Present at the meeting were Grant Wallace with the Treasurer’s Office (Designee for Treasurer of State); Director of 529 Programs and Financial Education Emma Willis; 529 Programs and Financial Education Administrative Assistant Chris Scott; Dave Mills Department of Human Services Business Manager (Designee for Director of Human Services); Joseph Baxter Deputy Commissioner Arkansas Rehabilitation Services (Designee for the Commissioner of Arkansas Rehabilitation Services Department of Career Education), and TJ Lawhon with Dover Dixon Horne.

The press was notified in compliance with the Freedom of Information Act.

Grant Wallace called the meeting to order at 10:01 am.

Grant asked for a motion to approve the minutes of the May 9, 2018 meeting. Dave Mills moved to approve the minutes. Joseph Baxter seconded the motion, and the motion carried.

Grant Wallace introduced an invoice from Dover Dixon Horne for their legal counsel services provided thus far to the Committee. He stated that the funding for the invoices we have received will come out of the Treasurer’s office and that there was a line item in the appropriations for the ABLE program. Emma Willis explained that the invoice from Dover Dixon Horne encompassed TJ Lawhon’s aid in getting the Committee through the Administrative Procedures Act (APA) process, as well as other conversations that required legal counsel. An itemized copy of the invoice was presented and it was determined moving forward that the invoices from Dover Dixon Horne would provide more details, such as an hourly rate. Joseph Baxter moved to approve the invoice, Dave Mills seconded the motion, and the motion carried through a voice vote.

Grant Wallace prefaced the next order of business, a presentation of the ABLE Interstate Alliance, by thanking all those in attendance and those presenting for their time. JJ Hanley from the Illinois state Treasurer’s office, Dave Ponder and Rob Percival from Ascensus joined the Committee via a video conference to make the presentation.

The presentation for the ABLE Interstate Alliance included background information and history on the Alliance, What sets the Alliance apart (state ownership of the program, diverse membership, etc.), plan features, customer service, easy to understand investment options, highly rated investment products, a checking option for the accounts, Ugift (a gifting platform for friends and family to easily contribute to a plan), contributions and fees, and the process of opening an account. JJ Explained that any broad changes to the Alliance are done through a voting process, with each participating state casting one vote.

TJ Lawhon asked about the communications between the participants and the bank, specifically inquiring if a participant can reach out via mail, phone, and online at any point with any question. Rob Percival explained that all forms of communication are available for the participants.

Dave Mills made a motion to engage the ABLE Interstate Alliance as Program Manager for the Arkansas ABLE Program. Joseph Baxter seconded the motion, with the caveat that the committee be given two weeks to submit any remaining questions as well as interpret the Alliance’s responses. After the two weeks, if there no further questions or concerns, Emma Willis has permission to engage the Alliance as Program Manager.

There being no further business, Grant Wallace moved to adjourn the meeting and the meeting adjourned at 11:03am.

Respectfully submitted,

Emma Willis, Director of 529 Programs and Financial Education