**MINUTES OF THE MEETING**

**Achieving a Better Life Experience Program Committee**

Friday, August 17, 2018 at 9:00 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 Friday, August 17, 2018 at 9:00 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 9:00 am.

Grant presented the minutes of the May 30, 2018 meeting. Grant Wallace made a motion to approve the minutes. Dave Mills seconded the motion, and the motion carried.

TJ Lawhon reported on the Updates to the Agreements with Ascensus, stating that the current responsibility lies with Ascensus to finalize things on their end. He went on to say that the ‘wrapper’ was executed a few weeks ago and that the National ABLE Alliance was distributing the amendment to add Arkansas for signatures. TJ also mentioned that he had visited with Emma about updating the state rules for the program to become more aligned with the program manager’s, Ascensus, documents and their program offerings, but is waiting until closer to the beginning of legislative session.

Grant Wallace reported on the checks and invoices for the first quarter of fiscal year 2019, consisting strictly of legal expenses. He reminded the board that the funds come from the Treasurer’s office appropriations.

Grant then reported on a proposed budget for fiscal year 2019. Professional fees and services, Operating Expenses, and Travel & Conference each receiving a designated amount totaling $36,000, not to exceed 60,000. He expressed that there was flexibility to move the designated amounts around as needed. Grant also stated that he anticipates having to move funds into the ‘Professional fees and services’ line item.

Chris Scott gave a brief report on the upcoming Train the Trainer event scheduled for October 5th, to introduce invited state agencies to the “AR ABLE” plan. Chris presented a draft agenda, that will introduce various state agencies and advocacy groups that have a statewide reach to the AR ABLE Plan, what it will allow them to do financially, and what it was designed to do be used for. He went on to explain that the committee was working with the ABLE National Resource Center to deliver a well-rounded event.

There being no further business, Grant Wallace moved to adjourn the meeting and the meeting adjourned at 9:15 am.

Respectfully submitted,

Emma Willis, Director of 529 Programs and Financial Education