



NATALIE A. HUBLEY  
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## NOTICE OF MEETING

### LEGAL CONTRACT REVIEW COMMITTEE

A meeting of the Legal Contract Review Committee will be held at the Automobile Insurers Bureau Conference Center at 101 Arch Street, 7<sup>th</sup> Floor, Boston, on

**THURSDAY, APRIL 4, 2019 at 1:00 P.M.**

### MEMBERS OF THE COMMITTEE

Mr. John Olivieri, Jr – Chair  
J. K. Olivieri Insurance Agency, Inc.

Ms. Elizabeth Brodeur  
Mr. Thomas DePaulo  
Ms. Roberta Fitzpatrick

Safety Insurance Company  
Cabot Risk Strategies, LLC  
Arbella Insurance Group

### AGENDA

#### LCRC

##### 16.01 Records of Previous Meeting

The Legal Contract Review Committee should read and approve the Records of the Legal Contract Review Subcommittee meeting of June 7, 2016 continued to June 15, 2016.

#### LCRC

##### 19.03 CAR Conflict of Interest Policy

The Chair will read a statement relative to CAR's Conflict of Interest Policy.

#### LCRC

##### 19.04 Legal Services Review

Following an RFP process in the spring of 2016, CAR entered into a three-year engagement for outside legal services with Torres, Scammon, Hincks and Day, LLP (TSH&D) effective July 1, 2016. CAR's Contracting Policy for professional services calls for a review of outside Legal Counsel every five years, but the initial term with TSH&D was limited to three years to provide an earlier opportunity for assessment of the new firm's performance.

The Committee should be prepared to review the quality of legal services and their associated cost during the past three years to determine whether to extend the current engagement with TSH&D, propose a renewal term consistent with CAR's contracting policy or conduct another RFP.

**Other Business**

To transact any other business that may properly come before this Committee.

**Executive Session**

The Legal Contract Review Committee may convene in Executive Session in accordance with the provisions of G.L. c. 30A, § 21.

TIMOTHY COSTAIN  
Chief of Staff

Boston, Massachusetts  
March 13, 2019