

**PENSION AND INSURANCE COMMITTEE
2016-2018**

Chairperson	Mark Arsenaull	(c) 314-0557	14
	NAME	CONTACT	LOCAL
MEMBERS:	Bruce Horne	(w) 853-8648	1
	Craig MacKenzie	(h) 859-2317	2
	Clyde Penney	(w) 853-8670	2
	Connie Smallman	(w) 859-8830	1

(January 2017)

GENERAL RESPONSIBILITIES

1.	Review all PEI UPSE member pension and insurance plans to ensure our membership is getting the best deal. Recommend to the Board of Directors ways to ensure PEI UPSE had the best plan for the membership.
2.	Recommend to the Board of Directors an action plan to ensure the Pension Standard Legislation is proclaimed on PEI.
3.	Monitor and assist in activities related to group insurance programs in an effort of ensuring the membership is receiving benefits cost effectively.
4.	Recommend to the Board of Directors a plan of action that will bring awareness to our membership of our pension and insurance programs.
5.	Prepare information sessions on planning for retirement.
6.	The committee shall ensure that members of PEI UPSE who are appointed to Pension and Insurance Committees report back to the committee and Board of Directors on a regular basis.
7.	Prepare a written report on the PSGIP Summit for the Board of Directors.
8.	Prepare a written report of committee activity for Board of Director meetings and a written report for convention from appointed committee members.
9.	Plan and work within committee budget requirements.
10.	As required, undertake and report on projects as assigned.
11.	Submit committee minutes to the PEI UPSE office within seven (7) days following each meeting.