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MAINE COUNTY COMMISSIONERS ASSOCIATION

Convention Planning Committee Meeting Minutes

Thursday, April 5th at 10:00 am, MCCA Offices in Augusta

Attendance: Barbara Arseneau (by phone), Cynthia Chadwick-Granger, Linda Corliss, Suzanna Gallant, Lauren Haven, Dianna Messina, Owen Smith, and Deborah Tibbetts

1. Introductions – Attendees stated their name and affiliation. The group welcomed the visiting Commissioner Chadwick Granger of York County to the meeting.
2. Convention Schedule – The group reviewed the revised schedule with the understanding of its draft nature. It will continue to change as more events and items are finalized.
3. Educational Sessions - Updates and Discussion

The Risk Pool will not have a session this year, so we will have a total of 14 educational session slots to work with in addition to the keynote speakers who will also be informative.

The first HR session speaker is Allyssa Tibbetts from Jensen Baird Gardner & Henry. We're going to see if she can do her session on one of the following topics:

- How to do evaluations
- How to let people go & following through with off-boarding protocols
- How to work with unions

The other HR session we decided could be taught by Maine Unemployment Office personnel. Also, everyone would benefit from a session about:

- How to successfully deal with difficult people (possibly MMEHT)

Kennebec County Register of Probate Kathy Ayers said the probate folks would probably not be interested in an estate planning session. However, she is expecting a new law to be passed in this legislative session. Probate folks would benefit from a training on this, "new supported decision-making process". Lauren will try to get more information. Kathy suggested the Disability Rights Center might have someone who could teach a segment. If not, Waldo Probate Judge might be persuaded to do so.

Charles Pray contacted the director of the Muskie School of Public Service who is interested in contributing to the conference program. They intend to meet to discuss topics beneficial to elected officials.

MSA's Kevin Joyce will speak on some topic interesting to sheriff's and commissioners. He has been confirmed for one of the 8:15 Saturday morning sessions.

No news on the Social Media idea. Cumberland County may have a speaker. Otherwise, Linda Corliss remembered hearing an engaging speaker on this subject she could research.

Owen said there was really nothing for his group yet. During discussions the topic of Safety Inspections came up. He thinks this would interest not only Communications Managers, but department heads and facility personnel alike. Lauren will contact Safety Works to explore this avenue.

It was suggested Linda McGill from Bernstein Shur Law Firm would probably be able to teach a session. Also, changes with MainePERS plans would interest county folks, most of whom participate in the Maine State retirement plan.

Tax Abatement is a popular topic which always draws a group of attendees. Deb Tibbetts contacted Dave Ledew who has taught on this subject in the past. He has retired, but he referred her to Nichole Philbrick, Municipal Services Tax Section Manager at Maine Revenue Services.

Committee members will send Lauren any progress made. Lauren will put the schedule on the CPC web page to keep all members up-to-date on educational sessions as they are confirmed.

4. Entertainment

Fun, Inc. is sending a contract for the casino night. Then we can send a deposit.

5. Activities

The golf tournament forms have been revised as requested. Lauren has sent the deposit for the Brew Bus.

6. Keynote Speaker(s)

Kevin Hancock has been approved by Tom Coward and Amy Fowler, so we are moving forward.

Chief Justice Saufley was invited to the Friday evening ceremony. She respectfully declined due to another commitment out of state.

7. Conference Food

The menus have been sent to the DoubleTree. Our contact Nicole Cayer agreed to let us have the Friday lunch desert in the afternoon.

8. Other Updates

Jensen Baird has offered to sponsor the attendee bags. Attendees may make hotel reservations at this time.

9. Next Steps

Vendor invitations will go out in April. The credit card payment center will be updated with the conference meal options. The vendor registration form will be updated in preparation for the opening of vendor registration. Committee members will continue to work on nailing down educational sessions.

10. Schedule May Meeting

The Committee decided to meet on May 31st at 10:00 am at the MCCA offices.