

M.C.C.A.

Peter Baldacci, President
Penobscot County

Thomas Coward, Vice President
Cumberland County

Michael Cote, Secretary-Treasurer
York County

Rosemary Kulow
Executive Director

Lauren Haven
Office Manager



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MAINE COUNTY COMMISSIONERS ASSOCIATION

MCCA Board of Directors' Meeting Minutes 10:00 a.m., May 11, 2016

I. Call to Order, Introductions, Attendance and Pledge of Allegiance

President Peter Baldacci called the meeting to order at 10:35 a.m. The attendees recited the Pledge of Allegiance and all present introduced themselves. Comm. Baldacci thanked retiring Cumberland County Assistant Manager Bill Whitten for his service. Mr. Whitten received a greeting card signed by those present.

DIRECTORS PRESENT: *Androscoggin* – Comm. Beth Bell; *Cumberland* – Comm. Thomas Coward; *Franklin* – Comm. Gary McGrane; *Hancock* – Comm. Steven Joy; *Kennebec* – Administrator Bob Devlin proxy for Comm. George Jabar II; *Knox* – Comm. Roger Moody; *Lincoln* – Comm. William Blodgett; *Oxford* – Administrator Scott Cole proxy for Comm. Steven Merrill; *Penobscot* – Comm. Peter Baldacci; *Piscataquis* – Comm. James Annis; *Sagadahoc* – Administrator Pamela Hile proxy for Comm. Charles Crosby III; *Somerset* – Administrator Dawn DiBlasi proxy for Comm. Newell Graf; *Waldo* – Comm. Amy Fowler; and *York* – Comm. Michael Cote.

OTHERS PRESENT: *Cumberland* – Comm. Steve Gordon, Manager Peter Crichton, Assistant Manager Bill Whitten; *Knox* – Administrator Andy Hart; *Lincoln* – Administrator Carrie Kipfer; *EMAD* – Sean Goodwin; *MACCAM* – Bill Collins; *MACT* – David Parkman; *MECCA* – Owen Smith; *MSA* – Sheriff Troy Morton.

DIRECTORS ABSENT: *Aroostook* – Comm. Norm Fournier; *Kennebec* – Comm. George Jabar II; *Oxford* – Comm. Steven Merrill; *Sagadahoc* – Comm. Charles Crosby III; *Somerset* – Comm. Newell Graf; and *Washington* – Comm. Chris Gardner.

STAFF PRESENT: Executive Director Rosemary Kulow, Risk Pool Manager Malcolm Ulmer, and Office Manager Lauren Haven.

II. Approval of/Additions to the Agenda

Comm. Joy **moved** and Comm. McGrane **seconded** approving the agenda as written. The **motion** was **approved** unanimously.

III. Approval of April 13, 2016 Board of Directors' Meeting Minutes

Comm. Blodgett **moved** and Comm. Moody **seconded** approving the minutes from the Board of Directors' meeting on April 13, 2016. The **motion** was **passed** unanimously.

IV. Old Business

A. Host County for 2017 MCCA Conference

The group discussed limiting future convention sites to a few suitable and accessible locations.

Androscoggin and Sagadahoc may offer to jointly host the 2017 convention. Comm. Bell will see if the Androscoggin commissioners are willing to commit. Aroostook is another option for 2017. Oxford may offer to host in 2019 or 2020.

B. Legislation Development Committee: Membership, Charge, & Meeting Schedule

Board members were invited to serve on the Legislation Development Committee. The following people volunteered:

- Comm. Gordon
- Comm. Cote
- Jail Administrator Cory Swope
- Comm. Newell Graf
- Comm. Blodgett
- ED Rosemary Kulow

Sheriff Morton will request a sheriff to represent MSA on the committee.

The group discussed the charge of the committee as follows:

1. Develop county government legislation, especially jail legislation.
Survey county governments for ideas for other legislation.
Review and analyze survey results.
Develop bills for consideration by LPC.
2. Plan and host a forum for candidates and state legislators.

V. New Business

A. Consideration of NACo's Sample Code of Ethics for County Officials

The group reviewed the sample Code of Ethics for County Officials from NACo. Comm. Moody would like to see stronger wording in the section on conflicts of interest and referred to MCCA's Code of Ethics in the Personnel Policy. Comm. Cote said that he is working on a policy for York County.

B. Consideration of Nominations for NACo Steering Committees

Nomination forms are submitted annually for new and existing NACo Steering Committee members. Comm. Baldacci and ED Rosemary Kulow are serving on Steering Committees already and Ms. Kulow handed out application forms to those present. Comm. Fowler **moved** and Comm. McGrane **seconded** re-nominating them to their respective committees. The motion **passed** with a unanimous vote.

VI. Reports

A. Executive Director's & Financial Reports

Executive Director Rosemary Kulow presented her reports. (*See attached.*) In addition, she reported the meeting of the Maine Medical Association Opioid Task Force at Maple Hill Farm in Hallowell was well attended. The group is working to establish a comprehensive plan to fight opiates in the state. Ms. Kulow invited questions. Comm. McGrane made a **motion** to place the reports on file. Comm. Moody seconded the **motion** which was **passed** unanimously.

B. Legislative Report

LD 1614, *Resolve to Provide Funding for the County Jail Operations Fund*, passed unanimously in the House and had two votes in opposition in the Senate. The group discussed the current formula for the distribution of funds. All agreed MCCA needs to work on a long term solution.

C. Association Reports

EMAD: Sean Goodwin reported that 16 representatives were meeting to review and improve coordination on mutual aid agreement protocols. A budget for a Homeland Security Grant is being submitted to NEMA for approval.

MACCAM: Bill Collins reported the group is scheduled to meet on May 19th here at the MCCA offices. Grand and wonderful things are expected to happen.

MACT: David Parkman reported a meeting with the IRS has been requested for clarification on the details of W9's and 1099 forms. Administrator Bill Collins suggested the treasurers take advantage of the opportunity to talk about 1094 & 1095 forms as well.

MARP: Kathy Ayers – No report was given.

MECCA: Owen Smith – The NEMA conference was a great success due in part to the sponsorship of the MCCA Risk Pool. 70% of the 110 attendees were county employees. Another training will be on Tuesday 17th in West Bath at the Fire Station. Topics will include customer service, dispatch, conflict management and more.

MRDA: No report was given.

MSA: Sheriff Morton said Penobscot is proud to be one of 50 counties selected to participate in NACo's Stepping Up National Summit. A keynote speech was given on a vision for reducing the number of people with mental illnesses in jail. The Drug Take-Back project brought in 31,000 lbs. In a shredding event sponsored by AARP 18,000 pounds of documents containing sensitive information were destroyed. Sheriff Morton said he was happy so many people attended the Gordon Graham training at the NEMA Conference. Retired State Trooper and motivational speaker Bobby Smith will be speaking at the Cross Center at the end of June. In October, an event will be held for Aroostook and Penobscot families who have had a family member engaged in an officer-involved shooting. A course has been scheduled for Emergency vehicle operations. Sheriff Morton said he would be opposed to adopting a blood draw policy that requires deputies to administer the tests, but sees the need for immediate drug testing beyond breathalyzers.

D. Corrections Report

Comm. Cote reported revisions were being made to the Jail Standards glossary of terms which initially left out commissioners.

E. Annual Convention Report

The Convention Planning Committee met on April 22nd at the Hilton Garden Inn in Bangor. Penobscot County Administrator Bill Collins reported the committee designed a layout that will allow plenty of room for vendors. There will be an Honor Guard presentation. Educational sessions are being arranged including an EMA training topic, FirstNet update, Commissioner's responsibilities, and others. Ms. Kulow has invited NACo President Sallie Clark, and Matthew Chase will be a backup speaker in the event she cannot attend.

The group will meet next on May 20th at Penobscot Commissioners' Office in Bangor.

F. NACo Report

Reservations have been made for NACo's Annual Conference in Long Beach, CA in July. Comm. McGrane and Rosemary Kulow's registration fees are waived.

VII. Other Business

President Baldacci announced the meeting invitation to meet with MCCA representatives to discuss collaboration on legislative processes was not accepted by the Maine Municipal Association because of their LPC process. However, MCCA will continue to attempt to work with MMA. During the last meeting with MMA, Executive Director Stephen Gove and President Steve Bunker were amenable to the prospect of the two associations working more closely to achieve common goals. MMA Legislative Advocate Garrett Corbin suggested a meeting to discuss the tax cap on jails, but MMA ultimately decided that such a meeting would be inappropriate.

Retiring Cumberland County Assistant Manager Bill Whitten said a few parting words to the group. All thanked him for his service and wished him well in his retirement

VIII. Adjournment

Comm. McGrane made a **motion** to adjourn at 11:40 a.m.; Comm. Joy seconded the **motion**, which was unanimously **approved**. The group adjourned to lunch.

Respectfully submitted,

MCCA Office Manager, Lauren Haven

Attested:

MCCA Secretary-Treasurer, Michael Cote