

M.C.C.A.

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MAINE COUNTY COMMISSIONERS ASSOCIATION

Convention Planning Committee Meeting Minutes

MCCA Offices, 4 Gabriel Drive, Augusta

Friday, June 15th at 10:00 am

1. Introductions

Attendance: Abby Shanor, Deb Tibbetts, Diana Messina, Linda Corliss (by phone), Owen Smith, Suzanna Gallant and Lauren Haven

2. Convention Schedule

3. Educational Sessions

The group looked at the updated list of educational sessions, instructors, titles and descriptions. Since the last meeting, the following updates have taken place:

- Alyssa Tibbetts will speak about performance improvement plans in the first HR session.
- Tim O'Brien will talk about FMLA, Workers Comp, and ADA for the second HR session.
- Lauren emailed Bob Devlin about the educational session on investing.
- Mike LaPlante has received approval to speak at the convention.
- Kofile has sent a title and description for their session.
- Linda McGill's topic is going to be, "Our unconscious Biases at Work".
- Sheriff Joyce can't come to the convention and will be away for the next ten days. Abby will look into an MMA HR session from their conference by Dirigo.
- The Tax Abatement segment is confirmed; we're just waiting for a title and description.
- Same for the session on Probate Law.

4. Attendee Registration

The group discussed registration and agreed registration will open after all the educational sessions are nailed down.

5. Program Cover

Anyone who would like to have their cover design considered can send a picture file, or pdf to Lauren. They will be posted online, and committee members can vote for their favorite design. The design with the most votes will be the one selected. Deadline for design submissions will be August 1st and the committee will have a week to vote, closing the following Wednesday, August 8th.

6. Speakers

- Kevin Hancock of Hancock Lumber has sent his bio, picture, and W-9 as requested.
- We're waiting to see if Firooza Pavri, Director of the Muskie school will be able to speak on Friday night at the opening ceremonies. Charlie's working on this piece.
- NACo has not yet informed us who will be coming to speak for Saturday lunch.

7. Vendors & Sponsors

There are nine vendors and five potential sponsors at this time. However, it's not unusual for vendors/sponsors/exhibitors/advertisers to sign up closer to the event.

York County has agreed to donate items for the attendee bags. Oxford County still has glasses from Oxford Casino we can use. When registration opens all counties will be invited to contribute.

8. Other Updates

Commissioner Amy Fowler from Waldo County visited Point Lookout as a potential location for hosting next year's convention. Point Lookout has submitted a cost estimate. Lauren will compare it to the past few venues. Owen suggested offering a cruise as an activity there. He will look into it.

The group talked about the golf tournament agreeing teams should try to find a small amount, \$50 per team of four players to sponsor the event.

9. Next Steps – Attendee Registration can open after educational sessions are verified.

10. July Meeting – The group looked at their schedules and decided on Friday, July 27th at 10:00 at the MCCA offices.