

M.C.C.A.

Thomas Coward, President
Cumberland County

Amy Fowler, Vice President
Waldo County

Carol Maines, Secretary-Treasurer
Knox County

Charles Pray
Executive Director

Lauren Haven
Office Manager



MAINE COUNTY COMMISSIONERS ASSOCIATION MCCA Board of Directors' Annual Meeting Minutes Senator Inn, January 10, 2018 at 10:00 am

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

President Peter Baldacci called the meeting to order at 10:01 a.m. The attendees recited the Pledge of Allegiance and all present introduced themselves.

DIRECTORS PRESENT: *Androscoggin* – Comm. Zachary Maher proxy for Comm. Sally Christner; *Aroostook* – Comm. Norman Fournier; *Cumberland* – Comm. Thomas Coward; *Hancock* – Comm. Percy Brown; *Kennebec* – Comm. George Jabar; *Knox* – Admin. Andrew Hart proxy for Comm. Carol Maines; *Lincoln* – Comm. William Blodgett; *Penobscot* – Comm. Peter Baldacci; *Piscataquis* – Comm. Jim Annis; *Sagadahoc* – Comm. Charles Crosby III; *Somerset* - Comm. Newell Graf; *Waldo* – Comm. Amy Fowler; and *York* – Comm. Michael Cote.

OTHERS PRESENT: *Androscoggin* – Comm. Matthew Roy and Admin. Larry Post; *Aroostook* – Comm. Paul Underwood; *Cumberland* – Comm. Steve Gorden and Manager Jim Gailey; *Hancock* – Admin. Scott Adkins; *Kennebec* – Admin. Bob Devlin; *Knox* – Comm. Sharyn Pohlman; *Lincoln* – Admin. Carrie Kipfer; *Piscataquis* – Manager Tom Lizotte; *Sagadahoc* – Admin. Pamela Hile; *Somerset* - Comm. Robert Sezak and Admin. Dawn DiBlasi; *Waldo* – Comm. Betty Johnson and HR Director Michelle Wadsworth; *York* – Comm. Richard Clark; *MACCAM* – Bill Collins; and *MACT* – David Parkman.

DIRECTORS ABSENT: *Androscoggin* – Comm. Sally Christner; *Oxford* – Comm. Steven Merrill; and *Washington* – Comm. Chris Gardner.

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

II. Approval of/Additions to the Agenda

Office Manager Lauren Haven requested James Belleau of Trafton, Matzen, Belleau & Frenette be added to the agenda to present the details of the case against opioid manufacturers and

distributors. Comm. Brown **moved** and Comm. Graf **seconded** approving the agenda with this addition. The **motion** was **approved** unanimously.

III. Approval of December 13, 2017 Board of Directors' Meeting Minutes

Comm. Cote **moved** and Comm. Fowler **seconded** approving the minutes from the Board of Directors' meeting on December 13, 2017 with no revisions. The **motion** was **passed**.

IV. President's Report

President Baldacci reported on the activities, progress and accomplishments of 2017. He encouraged commissioners to work together to find common ground and become a united force in advocating for counties during this legislative session.

V. Approval of 2018 MCCA Directors

The group reviewed the proposed list. *Comm. Cote made a **motion** to approve the nominations as submitted. The **motion** was **seconded** by Comm. Blodgett and it was **approved** unanimously.* Therefore the 2018 Board of Directors is as follows:

Androscoggin	Commissioner Zachary Maher; proxy Comm. Noel Madore or Larry Post
Aroostook	Commissioner Norman Fournier; proxy Comm. Paul Underwood
Cumberland	Commissioner Thomas Coward; proxy Comm. Steve Gorden
Hancock	Commissioner Percy Brown; proxy Scott Adkins
Kennebec	Commissioner George Jabar; proxy Comm. Nancy Rines, Comm. Patsy Crockett, or Bob Devlin
Knox	Commissioner Carol Maines; proxy Andrew Hart
Lincoln	Commissioner William Blodgett; proxy Carrie Kipfer
Oxford	Commissioner Steven Merrill; proxy Scott Cole
Penobscot	Commissioner Peter Baldacci; proxy Bill Collins
Piscataquis	Commissioner James Annis; proxy Tom Lizotte
Sagadahoc	Commissioner Charles Crosby; proxy Pam Hile
Somerset	Commissioner Newell Graf; proxy Dawn DiBlasi
Waldo	Commissioner Amy Fowler; proxy Comm. Betty Johnson
Washington	Commissioner Christopher Gardner; proxy Betsy Fitzgerald
York	Commissioner Michael Cote; proxy Gregory Zinser

VI. Nomination and Election of MCCA Officers

The Nominating Committee including Comm. Norman Fournier, Comm. William Blodgett, and Comm. James Annis met to deliberate about the 2018 slate of officers. Comm. Fournier, representing the Committee, made a **motion** to nominate and Comm. Thomas Coward as President, Comm. Amy Fowler as Vice President and Comm. Carol Maines as Secretary-Treasurer. Comm. Blodgett seconded the motion and it **passed** with a unanimous vote.

President Coward gave a brief acceptance speech, thanking the previous Executive Committee members for their dedication and service, and identifying goals for the future. Some of these goals were to develop and implement a lesson plan for middle or high school students, re-visit the adopted strategic plan to assess our current priorities, and work more closely with the Maine Sheriff's Association and the Maine Municipal Association to achieve mutually beneficial objectives.

VII. Appointment of MCCA Legislative Policy Committee Members

President Tom Coward invited interested Board members to join the Legislative Policy Committee. All are welcome to attend and participate in conference calls which occur as needed during the legislative session. Executive Director Charles Pray will ensure new members are added to his distribution list for details about future calls and meetings.

VIII. Consideration of a Legislative Breakfast

Executive Director Charles Pray reported the Maine Sheriff's Association decided not to host the annual Legislative Breakfast this year. Attendees discussed the pros and cons of MCCA taking over the event. County Manager Greg Zinser spoke on behalf of MACCAM saying commissioners would be wise to fill the void and advance our cause. He offered \$500 to contribute to the cost. Administrator Andy Hart said these legislative breakfasts have been productive in the past. The group agreed and talked about scheduling in mid-February. Office Manager Lauren Haven suggested having the monthly Board of Directors' meeting on the same day for the sake of efficiency and convenience. She will look for an available venue and report to the Executive Committee for approval.

Charles Pray said we should make sure we invite members of the Criminal Justice, and Appropriations Committees among other legislators. Tom Coward said it would be good to have a handout with the information from the report developed during the workshop with MSA. Commissioner Baldacci moved and Comm. Graf seconded authorizing the Executive Committee to make the necessary arrangements for the Legislative Breakfast. The motion was approved.

IX. Nomination of Two NACo Representatives

Commissioner Peter Baldacci explained MCCA will have one representative on the NACo Board of Directors and one other representative who would be able to attend other meetings and lectures during conferences. Commissioner Fournier moved and Comm. Graf seconded re-nominating Comm. Baldacci and Comm. Fowler as MCCA's two NACo representatives. The motion was unanimously approved.

X. Approval of MCCA's 2017 Budget Line Item Transfers

The group reviewed the list of proposed transfers. Commissioner Fournier moved and Comm. Fowler seconded approving the list with no changes. The motion was approved.

XI. Approval of MCCA's 2018 Budget

Comm. Fournier, representing the Budget and Finance Committee, presented the proposed budget which reflected the changes made at the December Board of Directors' meeting. The group reviewed the revised draft. Commissioner Fowler moved and Comm. Baldacci seconded approving the budget with no further changes. The motion was unanimously approved.

XII. Reports

A. Executive Director Report

Executive Director Charles Pray presented his report. He asked Board members to consider accepting an invitation from Sheriff King to hold MCCA's March Board meeting at the MSA conference in Southern Maine on March 15th. Governor LePage will be speaking at the luncheon which will be a cost of \$30 per person. President Tom Coward asked for a motion and vote. *Comm. Fowler moved, and Comm. Cote seconded the motion to hold the March Board meeting at the MSA conference on March 15th. The motion was approved.*

B. Financial Report

Office Manager Lauren Haven presented the December financial reports and invited questions. Hearing none, *Comm. Graf moved and Comm. Cote seconded approving the financial reports. The motion was approved.*

C. Legislative Report

There was no further discussion on legislative matters at this time.

D. Professionalism in Management Committee Report

Commissioner Cote spoke about creating a non-mandatory county employee certification program. The next step in the project would be to develop a curriculum with program goals, drill down into course content and devise a method for testing participant's knowledge of the new information. It would be a process, but the Committee was confident there would be an audience for such a program.

E. Association Reports

MACCAM: County Manager Greg Zinser reported the Association met on January 8th in Skowhegan and worked on jail funding numbers and formulas. There are two distinct funding areas needed to be recognized: the general operational funds and supplemental funds for special needs. *Comm. Fournier moved, and Comm. Cote seconded the motion to accept and actively use MACCAM's findings to explain jail funding needs. The motion was unanimously approved.* President Coward requested the group put together a one-page summary statement explaining their conclusions. Greg Zinser said a handout would be developed by the end of the week so everyone could advocate for jail funding using the same calculations.

MECCA: Communications Director Owen Smith reported the Association was looking forward to a one-day training; lunch will be available (\$15-\$20). And formalization of the E9-1-1 statutory surcharge amount of \$.45 was mentioned.

F. Corrections Report

There was no further discussion on this topic.

G. Annual Convention Report

Office Manager Lauren Haven reported the Convention Planning Committee met on December 14th at the Cumberland County Communication Center in Windham. Bill Holmes joined the group to discuss his offer to set up a nine-hole golf tournament. The Committee is scheduled to meet next on January 25th at the DoubleTree for a tour and food tasting.

H. NACo Report

Comm. Baldacci announced the upcoming NACo Legislative Conference March 3rd through March 7th in Washington D.C. Comm. Gorden inquired about the status of workforce funding. NACo resources were being allocated for this. Comm. Crosby stated the case was won on all counts although it was being appealed by the Governor to further delay the distribution of funds. They may be released by a judge. He will keep the MCCA Board apprised of the situation.

XIII. Other Business

James Belleau of Trafton, Matzen, Belleau & Frenette presented the details of the case being developed against opioid manufacturers and distributors. (This had been added to the agenda; please see item II.) After the presentation Mr. Belleau entertained questions. And although Mr. Belleau said no endorsement from the Board was necessary, Comm. Brown made a **motion to support the efforts of the law firm. The motion was seconded by Comm. Cote and was unanimously approved.**

Office Manager Lauren Haven reminded the group about the trainings set to take place in the afternoon. Peter Marchesi would be making a presentation on Employment Law, and Kristen Kellner from KMA HR Consulting would be talking about Sexual Harassment.

No other business was brought before the Board.

XIV. Adjournment

President Thomas Coward invited a **motion to adjourn at approximately 11:35 a.m. Comm. Fournier made the motion seconded by Comm. Fowler, and the motion was unanimously approved.** The group adjourned to lunch followed by the afternoon training sessions.

Respectfully submitted,

MCCA Office Manager, Lauren Haven

Attested:

MCCA Secretary-Treasurer, Carol Maines