

M.C.C.A.

Stephen Gorden, President
Cumberland County

Michael Cote, Vice President
York County

William Blodgett, Secretary-Treasurer
Lincoln County

Lauren Haven
Administrator



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MAINE COUNTY COMMISSIONERS ASSOCIATION Annual General Membership Meeting Agenda

January 13th, 2021 10:00 am via Zoom

- I. Call to Order
- II. Roll Call Attendance: Phone attendees will be requested to introduce themselves.
- III. Approval of the Agenda
Motion: *Move the meeting agenda to be accepted as written.*
- IV. Approval of the Minutes
Motion: *Move the meeting minutes to be accepted as written.*
- V. Legislative Policy Committee (LPC)
 - A. Legislative Activity – James Cohen, Verrill Dana
 - B. Governor’s Budget
- VI. President’s Report: Introduction and Welcome of the new County Board nominees:
 - Waldo County Commissioner Betty Johnson
 - York County Commissioner Richard Dutremble
- VII. Approval of the 2021 Maine County Commissioners Association (MCCA) Board of Directors
Motion: *Move the slate of County nominated directors to be accepted as presented.*

Androscoggin	Commissioner Noel Madore; proxy Administrator Larry Post
Aroostook	Commissioner Norman Fournier; proxy Comm. Paul Underwood
Cumberland	Commissioner Stephen Gorden; proxy Comm. Thomas Coward or County Manager Jim Gailey
Hancock	Commissioner William Clark; proxy Administrator Scott Adkins
Kennebec	Comm. George Jabar; proxy Comm. Patsy Crockett, Comm. Nancy Rines or Admin. Bob Devlin
Knox	Commissioner Sharyn Pohlman; proxy Administrator Andrew Hart
Lincoln	Commissioner William Blodgett; proxy Administrator Carrie Kipfer
Oxford	Commissioner Steven Merrill; proxy County Administrator
Penobscot	Commissioner Peter Baldacci; proxy Administrator Erika Honey
Piscataquis	Commissioner Wayne Erkkinen; proxy Manager Michael Williams
Sagadahoc	Commissioner Brian Hobart; proxy Administrator Pam Hile
Somerset	Commissioner Newell Graf; proxy Administrator Dawn DiBlasi
Waldo	Commissioner Betty Johnson; proxy Comm. William Shorey or Comm. Amy Fowler
Washington	Commissioner Christopher Gardner; proxy Manager Betsy Fitzgerald
York	Commissioner Richard Dutremble; proxy Comm. Allen Sicard
- VIII. Nomination and Election of MCCA Officers - Norm Fournier
 - A. Nomination and Election of the MCCA Officers

- B. Nomination and Election of Two National Association of Counties (NACo) Representatives
- C. Bylaws Policy Committee Chair Appointment
- D. 2021 County and Municipal Detention Facility Advisory Committee Member - those interested please indicate to be considered.

IX. Officer Reports:

- A. Finance Treasurer: Bill Blodgett - Comments about the state of MCCA finances
- B. Financial Report - Lauren Haven

Motion: *Move the financial reports to be accepted as written.*

- C. NACo: Peter Baldacci – Updates on Federal legislation, national programs and resources

X. Committee Reports

A. Standing Committees:

- 1. Budget and Finance Committee – Norm Fournier, Chair

Approval of the 2021 Budget

Motion: *Move to accept the 2021 budget as was approved and recommended by the MCCA Board of Directors at their December, 2020, meeting.*

- 2. Legislative Policy Committee (LPC) Updates:

- a. Supplemental funding and 2021 Jail Funding Bill
(An Act to Stabilize County Corrections) Copy of Bill enclosed.
- b. MACCAM recommendations

- 3. Risk Management Pool Agency - Norm Fournier and Malcolm Ulmer

- 4. Affiliate Organization Committee Reports:

MACCAM (Maine Association of County Clerks, Administrators and Managers)
MACT (Maine Association of County Treasurers)
MARP (Maine Association of Registers of Probate)
MECCA (Maine Emergency County Communications Association)
MRDA (Maine Register of Deeds Association)
MSA (Maine Sheriffs' Association)
Other?

- 5. Ad Hoc Committees - none at this time

XI. New Business – Is there any new business to come before the Board?

XII. Comments for the good of the Organization: Does anyone wish to present any comments at this time?

XIII. Adjournment

Motion: *Move the meeting be adjourned at this time.*

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MAINE COUNTY COMMISSIONERS ASSOCIATION

Board of Directors' Meeting Minutes

MCCA Zoom Conference, December 9th, 2020

I., II. Call to Order and Roll Call Attendance

MCCA President Steve Gorden called the meeting to order at approximately 10:00 am. Attendees announced themselves.

DIRECTORS PRESENT:

Aroostook – Comm. Norman Fournier
Cumberland – Comm. Steve Gorden
Kennebec – Admin. Bob Devlin proxy for Comm. George Jabar
Knox – Comm. Sharyn Pohlman
Lincoln – Comm. William Blodgett
Penobscot – Comm. Peter Baldacci
Piscataquis – Comm. Wayne Erkkinen
Sagadahoc – Comm. Brian Hobart
Somerset – Admin. Dawn DiBlasi proxy for Comm. Newell Graf
Waldo – Comm. Amy Fowler
York – Comm. Michael Cote

OTHERS PRESENT:

Knox – Admin. Andy Hart
Lincoln – Admin. Carrie Kipfer
Penobscot – Admin. Bill Collins
Sagadahoc – Admin. Pam Hile
MARF – Kathy Ayers
MSA – Sheriff Troy Morton

DIRECTORS ABSENT:

Androscoggin – Comm. Noel Madore
Hancock – Comm. William Clark
Kennebec – Comm. George Jabar
Oxford – Comm. Steven Merrill
Somerset – Comm. Newell Graf
Washington – Comm. Chris Gardner

STAFF PRESENT:

Risk Pool Manager – Malcolm Ulmer
Administrator – Lauren Haven
Lobbyist – James Cohen, Verrill Dana

III. Approval of the Agenda

President Steve Gorden asked if there any additions to the written agenda. Comm. Fournier **moved** to accept the agenda as written **seconded** by Comm. Hobart and the motion **passed** with no opposition.

IV. Approval of the Minutes

Comm. Baldacci **moved** to approve the minutes from the Board of Directors' meeting on November 13th. The motion was **seconded** by Comm. Cote and the motion **passed** with no revisions.

V. Officer Reports

a. Treasurer/Financial Report

- i. Lauren Haven presented the November Financial Reports. The draft of the 2021 budget had been completed. The responses to the RFP for bids on two biennial audits, 2018/2019 and 2020/2021 were received. The adjusted Risk Pool assessment payment had been deposited. She was still waiting for approval to submit the forgiveness application for the PPP loan. Comm. Hobart **moved** to approve the financial reports **seconded** by Comm. Fournier and the motion **passed** with no opposition.
- ii. Treasurer: Bill Blodgett: Comm. Blodgett had nothing further to add except the finances for the Association were in good shape.

NACo: National Legislation, Peter Baldacci - Comm. Baldacci talked to the group about our new Vice President and President elect Kamala and Biden. Joe Biden had experience as a county councilor and Kamila Harris had been a district attorney. The two are supportive of county interests and want to work together for the COVID plan rollout. The NACo spring conference will be remote. One goal is for counties to receive funding directly rather than from the state. A bill passed the House to increase the amount of FEMA funding for COVID-19 and 2020 disasters which would raise the reimbursement level to 90% leaving only 10% to be covered by EMA.

- b. President: Comm. Steve Gorden stated there was not much to report in the way of updates at this point in the meeting and suggested moving on to committee reports.

VI. Committee Reports

a. Standing Committees

- i. Budget and Finance Committee – Norm Fournier, Chair

Comm. Fournier announced MCCA received five responses and three written bids for the two-year biennial audits. The Budget and Finance committee met to review the submissions.

RHR Smith & Company

2018-2019 \$5,000

2020-2021 \$5,000

Ron Beaulieu & Company

2018-2019 \$7,000

2020-2021 \$7,000

HMV, LLC

2018-2019 \$12,000

2020-2021 \$12,500

The Budget and Finance Committee recommended accepting the bid from RHR Smith as they have an abundance of county experience currently serving eight counties. They also submitted the lowest bid. The committee further recommended transferring \$2,500 into a reserve account in order to use the funds from the 2020 budget which were already set aside for this purpose.

Comm. Baldacci **moved** to accept the recommendations of the Budget and Finance Committee and award RHR Smith the contract for both biennial audits. The motion was **seconded** by Comm. Fowler and the motion **passed** with unanimously.

Committee Chair Norm Fournier presented the draft of the 2021 budget. The committee had met by Zoom on November 19th. Comm. Fournier explained the basis for the estimate in each line in the budget.

The group looked at the MCCA dues formula reflecting a decrease of 11% which would still leave a reserve of \$80,000. Additionally, the Committee expected to be forgiven for the loan amount of \$26,972 applied for through the Paycheck Protection Program.

The attendees discussed the convention speaker line item. *Comm. Baldacci **moved** to revert the amount allotted in the convention speaker line to \$2,500 **seconded** by Comm. Erkinen. A roll call vote was taken and the motion **failed** with a vote of seven to four.*

*Comm. Blodgett **moved** to approve the 2021 budget draft recommended by the Budget and Finance Committee as presented. The motion was **seconded** by Comm. Fowler and the motion **passed** with unanimously.*

ii. Nominating Committee – Norm Fournier

President Steve Gorden requested as Chair of the Nominating Committee, Comm. Fournier select the members for the committee. Comm. Fournier accepted.

iii. Legislative Policy Committee - Amy Fowler, Chair

1. Legislative Activity – James Cohen, Verrill Dana

Mr. Cohen updated attendees on events and changes as the Legislature came back into session. Constitutional officers were elected. Shenna Bellows was elected Secretary of State.

Rep Ryan Fecteau will fill Sara Gideon's role as Maine Speaker of the House with Troy Jackson as Senate President.

The group talked about changes due to COVID-19 in the procedure for referencing bills. There was likely to be fewer meetings. Committees were expected to meet virtually/remotely certainly with audio, possibly with video access as well.

Committee appointments happen next week with cloture on Friday December 18th.

Probate Association President Kathleen Ayers spoke about introducing a bill to increase certain probate fees. Ms. Ayers had a sponsor that fell through and we would need to find an alternative.

Mr. Cohen stated that groups could now vote remotely, meet virtually, and he was satisfied the bill language includes counties. Therefore this does not need to be on the list of legislation to be introduced.

The development of an official definition for county jails was nixed as the group felt it would not change the expectations when bills were written. It would be more important to assess the fiscal impact of proposed bills and keep the committees educated about the cost of programs and services that might be become mandated.

The group again discussed the idea of employee confidentiality and the harm that can be done when documents in an employee's file are made public. Since this law is not likely to change, county managers and supervisors could instead be careful about the wording in the documents with the understanding that they may become public.

Comm. Baldacci mentioned his brother Joe has been appointed to serve as Senate chair of the Joint Standing Committee on State and Local Government for the 130th Maine Legislature. We might ask him to sponsor one of our bills.

The discussion moved forward talking about resurrecting LD 973 as one of the titles which would need to be entered by the December 18th deadline. Sheriff Morton was confident Charlotte Warren was still on board. The one hang up had been the coordinating council being too much like the BOC. However, the language had been changed and the groups involved were satisfied with the wording. A bill was needed to require academy certifications for corrections, enforcement or both to ensure candidates are qualified. The Sheriff mentioned several other bills being introduced by MSA. He will send a list.

2. Public Hearing on Jail Standards Rule Making - Proposed Rule No. 2020-P204

Troy Morton said Comm. Liberty at the DOC told him he would be pleased with some of his responses to the testimony presented. Comm. Cote thought the process is not fair to the counties. Not everything was even discussed and no one there

spoke in favor of it. It's a lot of power to go unchecked with empty promises never fulfilled. Many points are part of the national standards. Sometimes less definition or detail is better to not cause hardships through interpretation.

3. New Legislation – Fee Adjustments, Voting in Virtual Meetings, Tax Cap, etc.

The following ideas were identified to develop into legislation:

- Criminal Justice Academy
- Probate Fees
- County Bonding Authority
- Jail Standards

4. Implications of Bangor Daily News Article Series on Law Enforcement Accountability

President Gorden expressed he was really bothered that any actions of a sheriff remained the financial responsibility of the county even though commissioners have very little control over the sheriff's office. Sheriff Morton said we're all in this together. We need to establish a review board with teeth. Investigations should be done. It's hard to understand clear violations going unaddressed. We need to come up with a strategy. Sheriffs are also an easy target for the media, although we need to make sure that what happened in Oxford County doesn't happen again. The process of removing a sheriff hadn't been used since 1974 and failed in many parts of the process. Administrator Andy Hart said there are many steps that need to be taken before a situation goes to commissioners for arbitration. It's a long process and the media paints an unfair picture.

iv. Professional Committee - Mike Cote

1. Updating MCCA governing Docs

The Professional Committee had not met regarding the project although Comm. Cote had reviewed the documents and was in favor of making changes in the language of the bylaws. He also noted the board would need to propose a name to replace him on the Advisory Board for the Commission of Corrections as he was leaving the office. Comm. Cote thanked Steve Gorden for being active and pushing the association forward. He hoped board members would continue to take on more responsibility for the direction of the organization and participate in the legislative process. We had come a long way in collaborating with sheriffs and it was important to continue to develop this relationship with MSA.

v. Risk Pool Agency - Norm Fournier and Malcolm Ulmer – Nothing more to note.

vi. Affiliate Organization Committee Reports:

MACCAM – Bob Devlin said MACCAM was working on DOC recommendations.

MACT

MARP – Kathy Ayers said there were many emergency guardianships being processed and COVID-related issues their association was working on.

MECCA

MRDA

MSA – Sheriff Morton had nothing further to note.

vii. Other – Venue for Annual Meeting

President Gorden proposed the group continue with virtual meetings until further notice. The group agreed. Therefore the annual general membership meeting will take place via Zoom.

President Gorden thanked Comm. Mike Cote for his dedication and service to York county and MCCA. We appreciate his hard work and willingness to participate on the Board of Directors, the Executive Committee and various other committees as needed. Everyone wished him well.

b. Ad Hoc Committees - none at this time

c. MCCA Staff Reporting – Admin. Lauren Haven – nothing additional to note.

VII. New Business

President Gorden scheduled an Executive Committee meeting to discuss new legislation for Thursday, December 10th at 9:00 am via Zoom and invited Lobbyist Jim Cohen to join.

VIII. Adjournment

MCCA President Steve Gorden invited a **motion** to adjourn at approximately 12:10 p.m. Comm. Fournier made the **motion** seconded by Comm. Erkinen, and the **motion** was **approved**.

Respectfully submitted,



MCCA Administrator, Lauren Haven

Attested:

MCCA Secretary-Treasurer, Comm. William Blodgett

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Michael Cote, Vice President
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Washington	Commissioner Christopher Gardner; proxy Manager Betsy Fitzgerald
York	Commissioner Richard Dutremble; proxy Commissioner Allen Sicard

MAINE COUNTY COMMISSIONERS ASSOCIATION

December 2020 Financial Report

Attached please find the financial reports for the month of December 2020. The Balance Sheet shows total assets and liabilities at \$115,127.66. This amount includes \$12,449.56 from the money market account MCCA established for MainePERS employer contributions.

Debits to the bank account in December totaled \$22,719.84, and \$2.94 in interest was credited to the checking account. The debits were from normal operating expenses during the month with payments to our new lobbyist. Additionally, \$2,500 was transferred from the Audit expense line (6010-00) to the Pass Through account (1120-00) as a reserve to be used for the contracted auditor's payment.

Comm. Norm Fournier, Chair of the Budget and Finance Committee will present proposed budget for 2021 which was approved by the Board of Directors at the December meeting. The budget draft has been included in this agenda packet for discussion as well as the membership dues fee schedule based on our adopted formula.

Additional details of financial transactions appear in the *Profit & Loss Budget vs. Actual, Transaction Detail, Expenses by Vendor*, and *Profit & Loss Previous Year Comparison* reports. Please don't hesitate to contact me with any questions and please let me know if you would like to see anything presented differently in the financial reports.

Respectfully submitted,



Lauren Haven
Administrator

Accepted by:

Date: January 13, 2020

Secretary-Treasurer

Maine County Commissioners Association
Balance Sheet (accrual)
As of December 31, 2020

	Dec 2020
ASSETS	
Current Assets	
Checking/Savings	
1000-00 · Bank and Cash Accounts	
1010-00 · MCCA Checking-Savings Bank	104,892.10
1020-00 · Money Market Account	12,449.56
1030-00 · Petty Cash Account	200.00
Total 1000-00 · Bank and Cash Accounts	117,541.66
Total Checking/Savings	117,541.66
Accounts Receivable	-500.00
Other Current Assets	
1120-00 · Pass Through	-2,500.00
Total Other Current Assets	-2,500.00
Total Current Assets	114,541.66
Fixed Assets	
1200-00 · Fixed Assets	
1210-00 · Accumulated Depreciation	-6,074.00
1220-00 · Equipment	6,660.00
Total 1200-00 · Fixed Assets	586.00
Total Fixed Assets	586.00
TOTAL ASSETS	115,127.66
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Other Current Liabilities	
2100-00 · Other Current Liabilities	
2120-00 · MainePERS Employee Contribution	495.49
2130-00 · Employee Health Insurance Contr	1,043.11
2140-00 · Accrued Vacation	820.90
Total 2100-00 · Other Current Liabilities	2,359.50
Total Other Current Liabilities	2,359.50
Total Current Liabilities	2,359.50
Total Liabilities	2,359.50
Equity	
3000-00 · Equity Accounts	
3020-00 · Fund Balance to Current Yr Inc	-89,430.00
Total 3000-00 · Equity Accounts	-89,430.00
3100-00 · Earnings	148,909.82
Net Income	53,288.34
Total Equity	112,768.16
TOTAL LIABILITIES & EQUITY	115,127.66

Maine County Commissioners Association
Reconciliation Summary
1020-00 · Money Market Account, Period Ending 12/20/20

	December 2020
Beginning Balance	12,449.02
Cleared Transactions	
Deposits and Credits - 1 item	0.54
Total Cleared Transactions	0.54
Cleared Balance	12,449.56
Register Balance as of 12/20/20	12,449.56
Ending Balance	12,449.56

Maine County Commissioners Association

Reconciliation Summary

1010-00 · MCCA Checking-Savings Bank, Period Ending 12/31/20

	December 2020
Beginning Balance	129,597.28
Cleared Transactions	
Checks and Payments - 16 items	-22,719.84
Deposits and Credits - 1 item	2.94
Total Cleared Transactions	-22,716.90
Cleared Balance	106,880.38
Uncleared Transactions	
Checks and Payments - 6 items	-1,988.28
Total Uncleared Transactions	-1,988.28
Register Balance as of 12/31/20	104,892.10
Ending Balance	104,892.10

Maine County Commissioners Association

Reconciliation Detail

1010-00 · MCCA Checking-Savings Bank, Period Ending 12/31/20

	Type	Date	Name	Amount	Balance
Beginning Balance					129,597.28
Cleared Transactions					
Checks and Payments - 16 items					
	Bill Pmt -Check	11/12	Verrill	-4,500.00	-4,500.00
	Bill Pmt -Check	11/12	Unlimited Technology	-125.00	-4,625.00
	Bill Pmt -Check	11/30	Verrill	-4,500.00	-9,125.00
	Bill Pmt -Check	11/30	Verrill	-4,500.00	-13,625.00
	Bill Pmt -Check	11/30	Maine Farm Bureau	-1,497.17	-15,122.17
	Bill Pmt -Check	11/30	Haven, Lauren	-75.00	-15,197.17
	Bill Pmt -Check	12/4	Bangor Payroll	-964.43	-16,161.60
	Bill Pmt -Check	12/11	Bangor Payroll	-964.43	-17,126.03
	Bill Pmt -Check	12/14	MainePERS	-606.06	-17,732.09
	Bill Pmt -Check	12/14	Spectrum Business/TWC	-180.16	-17,912.25
	Bill Pmt -Check	12/14	Camden National Bank	-91.45	-18,003.70
	Bill Pmt -Check	12/14	Liberty Mutual Insurance	-60.16	-18,063.86
	Bill Pmt -Check	12/18	Bangor Payroll	-964.37	-19,028.23
	Bill Pmt -Check	12/24	Bangor Payroll	-964.43	-19,992.66
	Bill Pmt -Check	12/28	US Bank	-387.96	-20,380.62
	Bill Pmt -Check	12/31	Bangor Payroll	-2,339.22	-22,719.84
Total Checks and Payments				-22,719.84	-22,719.84
Deposits and Credits - 1 item					
	Deposit	12/31		2.94	2.94
Total Deposits and Credits				2.94	2.94
Total Cleared Transactions				-22,716.90	-22,716.90
Cleared Balance				-22,716.90	106,880.38
Uncleared Transactions					
Checks and Payments - 6 items					
	Bill Pmt -Check	10/24	Treasurer, State Of Maine	-100.00	-100.00
	Bill Pmt -Check	12/14	Eastern Alliance	-119.00	-219.00
	Bill Pmt -Check	12/28	Maine Farm Bureau	-1,497.17	-1,716.17
	Bill Pmt -Check	12/28	Unlimited Technology	-136.00	-1,852.17
	Bill Pmt -Check	12/28	Haven, Lauren	-86.13	-1,938.30
	Bill Pmt -Check	12/28	Staples Credit Plan	-49.98	-1,988.28
Total Checks and Payments				-1,988.28	-1,988.28
Total Uncleared Transactions				-1,988.28	-1,988.28
Register Balance as of 12/31/20				-24,705.18	104,892.10
Ending Balance				-24,705.18	104,892.10

Maine County Commissioners Association

Profit & Loss Budget vs. Actual

January through December 2020

Accrual Basis

	2020 Budget	Dec 2020	Jan - Dec 2020	\$ Over Budget
Income				
4100-00 · Convention Income				
4110-00 · Plaques	400			-400
4120-00 · Registration	26,000		353	-25,647
4130-00 · Sponsorship	10,000			-10,000
4140-00 · Vendor	9,000			-9,000
Total 4100-00 · Convention Income	45,400		353	-45,047
4300-00 · Dues	166,690		166,689	-1
4400-00 · Other Income	10,000		36,964	26,964
4500-00 · NACo Roster	500		500	
4600-00 · MCCA Risk Pool Assessment	27,038		23,403	-3,635
4810-00 · Interest Earned	100	6	64	-36
Total Income	249,728	6	227,973	-21,755
Gross Profit	249,728	6	227,973	-21,755
Expense				
5000-00 · Payroll Expenses				
5020-00 · Payroll Fees	2,000	293	2,013	13
5030-00 · FICA	8,574	362	6,640	-1,934
5040-00 · MainePERS Contributions	8,445	299	7,025	-1,420
5050-00 · Salary-Office Manager	51,161	4,919	52,425	1,264
5060-00 · Salary-Executive Director	57,361		36,693	-20,668
Total 5000-00 · Payroll Expenses	127,541	5,873	104,796	-22,745
5100-00 · Insurance				
5110-00 · Health Insurance	12,105	1,007	12,080	-25
5120-00 · Commercial, Crime, D&O Ins	2,070	60	2,071	1
5130-00 · Workers Comp	550	119	1,464	914
5140-00 · Unemployment Comp Ins	450		268	-182
Total 5100-00 · Insurance	15,175	1,186	15,883	708
6010-00 · Prof. Services				
6012-00 · Prof Services - Legal Services	500			-500
6013-00 · Financial Audit	3,000	2,500	2,500	-500
Total 6010-00 · Prof. Services	3,500	2,500	2,500	-1,000
6030-00 · Lobbying				
6031-00 · Lobbying Reg	200		200	
6032-00 · Lobbying - Contractual	13,500		13,500	
Total 6030-00 · Lobbying	13,700		13,700	
6040-00 · NACO Expenses				
6041-00 · Conferences	6,465		1,980	-4,485
Total 6040-00 · NACO Expenses	6,465		1,980	-4,485
6050-00 · Education and Training	600			-600

Accrual Basis

	2020 Budget	Dec 2020	Jan - Dec 2020	\$ Over Budget
6100-00 · Bank Charges	50			-50
6110-00 · Convention Expense				
6113-00 · Entertainment/Speakers	2,500		1,200	-1,300
6114-00 · MCCA Staff Registration Expense	1,000			-1,000
6118-00 · Meeting Exp.	32,500			-32,500
6121-00 · Supplies	300			-300
6124-00 · Commissioner Retirement Plaques	400			-400
Total 6110-00 · Convention Expense	36,700		1,200	-35,500
6140-00 · Copies-Printing				
6142-00 · Directory	100		96	-4
Total 6140-00 · Copies-Printing	100		96	-4
6145-00 · Dues Expense	1,400		600	-800
6150-00 · Equipment - Office				
6151-00 · Computer Hardware & Software	300		105	-195
6152-00 · IT Services	1,700	148	1,733	33
6153-00 · Photocopier Lease	4,092	776	4,556	464
6154-00 · Printer & Supplies	1,000		644	-356
6156-00 · Other	400			-400
Total 6150-00 · Equipment - Office	7,492	924	7,038	-454
6160-00 · Fees	100		35	-65
6170-00 · Meeting Expense				
6171-00 · Annual Meeting	2,000		1,062	-938
6172-00 · County Officials' Workshop	3,000			-3,000
6173-00 · Monthly	3,600		1,166	-2,434
6175-00 · Meetings - Other	2,000			-2,000
Total 6170-00 · Meeting Expense	10,600		2,228	-8,372
6180-00 · Mileage & Travel Expense	600		131	-469
6195-00 · Office Space Rental	19,000	1,497	19,463	463
6215-00 · Postage-Shipping	250	83	261	11
6230-00 · Advertising	250			-250
6235-00 · Supplies	2,000	58	415	-1,585
6240-00 · Telephone, Fax & Internet				
6241-00 · Cell Phone	1,305	75	1,575	270
6243-00 · Phone, Fax & Internet	2,200	180	2,740	540
Total 6240-00 · Telephone, Fax & Internet	3,505	255	4,315	810
6250-00 · Website	200		40	-160
6260-00 · Contingency	500			-500
Total Expense	249,728	12,376	174,681	-75,047

Maine County Commissioners Association

Profit & Loss Budget vs. Actual

January through December 2020

Accrual Basis

	% of Budget
Income	
4100-00 · Convention Income	
4110-00 · Plaques	
4120-00 · Registration	1%
4130-00 · Sponsorship	
4140-00 · Vendor	
Total 4100-00 · Convention Income	1%
4300-00 · Dues	100%
4400-00 · Other Income	370%
4500-00 · NACo Roster	100%
4600-00 · MCCA Risk Pool Assessment	87%
4810-00 · Interest Earned	64%
Total Income	91%
Gross Profit	91%
Expense	
5000-00 · Payroll Expenses	
5020-00 · Payroll Fees	101%
5030-00 · FICA	77%
5040-00 · MainePERS Contributions	83%
5050-00 · Salary-Office Manager	102%
5060-00 · Salary-Executive Director	64%
Total 5000-00 · Payroll Expenses	82%
5100-00 · Insurance	
5110-00 · Health Insurance	100%
5120-00 · Commercial, Crime, D&O Ins	100%
5130-00 · Workers Comp	266%
5140-00 · Unemployment Comp Ins	60%
Total 5100-00 · Insurance	105%
6010-00 · Prof. Services	
6012-00 · Prof Services - Legal Services	
6013-00 · Financial Audit	83%
Total 6010-00 · Prof. Services	71%
6030-00 · Lobbying	
6031-00 · Lobbying Reg	100%
6032-00 · Lobbying - Contractual	100%
Total 6030-00 · Lobbying	100%
6040-00 · NACO Expenses	
6041-00 · Conferences	31%
Total 6040-00 · NACO Expenses	31%
6050-00 · Education and Training	

Accrual Basis

	% of Budget
6100-00 · Bank Charges	
6110-00 · Convention Expense	
6113-00 · Entertainment/Speakers	48%
6114-00 · MCCA Staff Registration Expense	
6118-00 · Meeting Exp.	
6121-00 · Supplies	
6124-00 · Commissioner Retirement Plaques	
Total 6110-00 · Convention Expense	3%
6140-00 · Copies-Printing	
6142-00 · Directory	96%
Total 6140-00 · Copies-Printing	96%
6145-00 · Dues Expense	43%
6150-00 · Equipment - Office	
6151-00 · Computer Hardware & Software	35%
6152-00 · IT Services	102%
6153-00 · Photocopier Lease	111%
6154-00 · Printer & Supplies	64%
6156-00 · Other	
Total 6150-00 · Equipment - Office	94%
6160-00 · Fees	35%
6170-00 · Meeting Expense	
6171-00 · Annual Meeting	53%
6172-00 · County Officials' Workshop	
6173-00 · Monthly	32%
6175-00 · Meetings - Other	
Total 6170-00 · Meeting Expense	21%
6180-00 · Mileage & Travel Expense	22%
6195-00 · Office Space Rental	102%
6215-00 · Postage-Shipping	104%
6230-00 · Advertising	
6235-00 · Supplies	21%
6240-00 · Telephone, Fax & Internet	
6241-00 · Cell Phone	121%
6243-00 · Phone, Fax & Internet	125%
Total 6240-00 · Telephone, Fax & Internet	123%
6250-00 · Website	20%
6260-00 · Contingency	
Total Expense	70%

Maine County Commissioners Association
Transaction Detail by Account
December 2020

Accrual Basis

1000-00 · Bank and Cash Accounts

1010-00 · MCCA Checking-Savings Bank

Date	Name	Memo	Amount	Balance
12/1		Interest	2.61	2.61
12/4	Bangor Payroll	Payroll for week 11/23 to 11/29	-964.43	-961.82
12/11	Bangor Payroll	Payroll for week 11/30 12/6/20	-964.43	-1,926.25
12/14	Camden National Bank		-91.45	-2,017.70
12/14	Liberty Mutual Insurance		-60.16	-2,077.86
12/14	MainePERS		-606.06	-2,683.92
12/14	Spectrum Business/TWC		-180.16	-2,864.08
12/14	Eastern Alliance		-119.00	-2,983.08
12/18	Bangor Payroll	Payroll for week 12/7 to 12/13/20	-964.37	-3,947.45
12/24	Bangor Payroll	Payroll for week 12/14 to 12/20/20	-964.43	-4,911.88
12/28	Maine Farm Bureau	Printed by MCCA	-1,497.17	-6,409.05
12/28	US Bank		-387.96	-6,797.01
12/28	Unlimited Technology		-136.00	-6,933.01
12/28	Staples Credit Plan		-49.98	-6,982.99
12/28	Haven, Lauren		-86.13	-7,069.12
12/31	Bangor Payroll	Payroll for week 12/21 to 12/27/20	-2,339.22	-9,408.34
12/31		Interest	2.94	-9,405.40
Total 1010-00 · MCCA Checking-Savings Bank			-9,405.40	-9,405.40

1020-00 · Money Market Account

12/20		Interest	0.54	0.54
Total 1020-00 · Money Market Account			0.54	0.54

Total 1000-00 · Bank and Cash Accounts

-9,404.86 -9,404.86

1120-00 · Pass Through

12/31		Audit Funds From 2020 Budget	-2,500.00	-2,500.00
Total 1120-00 · Pass Through			-2,500.00	-2,500.00

2000-00 · Accounts Payable

12/1	US Bank		-387.96	-387.96
12/4	Bangor Payroll	Payroll for week 11/23 to 11/29	-964.43	-1,352.39

Accrual Basis

Date	Name	Memo	Amount	Balance
12/4	Bangor Payroll	Payroll for week 11/23 to 11/29	964.43	-387.96
12/11	Bangor Payroll	Payroll for week 11/30 12/6/20	-964.43	-1,352.39
12/11	Bangor Payroll	Payroll for week 11/30 12/6/20	964.43	-387.96
12/14	MainePERS		-606.06	-994.02
12/14	Liberty Mutual Insurance		-60.16	-1,054.18
12/14	Eastern Alliance		-119.00	-1,173.18
12/14	Camden National Bank		-91.45	-1,264.63
12/14	Spectrum Business/TWC		-180.16	-1,444.79
12/14	Camden National Bank		91.45	-1,353.34
12/14	Liberty Mutual Insurance		60.16	-1,293.18
12/14	MainePERS		606.06	-687.12
12/14	Spectrum Business/TWC		180.16	-506.96
12/14	Eastern Alliance		119.00	-387.96
12/18	Bangor Payroll	Payroll for week 12/7 to 12/13/20	-964.37	-1,352.33
12/18	Bangor Payroll	Payroll for week 12/7 to 12/13/20	964.37	-387.96
12/24	Bangor Payroll	Payroll for week 12/14 to 12/20/20	-964.43	-1,352.39
12/24	Bangor Payroll	Payroll for week 12/14 to 12/20/20	964.43	-387.96
12/28	Maine Farm Bureau	Printed by MCCA	-1,497.17	-1,885.13
12/28	US Bank		-387.96	-2,273.09
12/28	Unlimited Technology		-136.00	-2,409.09
12/28	Staples Credit Plan		-49.98	-2,459.07
12/28	Haven, Lauren		-86.13	-2,545.20
12/28	Maine Farm Bureau	Printed by MCCA	1,497.17	-1,048.03
12/28	US Bank		387.96	-660.07
12/28	Unlimited Technology		136.00	-524.07
12/28	Staples Credit Plan		49.98	-474.09
12/28	Haven, Lauren		86.13	-387.96
12/31	Bangor Payroll	Payroll for week 12/21 to 12/27/20	-2,339.22	-2,727.18
12/31	Bangor Payroll	Payroll for week 12/21 to 12/27/20	2,339.22	-387.96
Total 2000-00 · Accounts Payable			-387.96	-387.96

2100-00 · Other Current Liabilities

2120-00 · MainePERS Employee Contribution

12/4	Bangor Payroll	Employee Contribution	-76.74	-76.74
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Accrual Basis

Date	Name	Memo	Amount	Balance
12/11	Bangor Payroll	Employee Contribution	-76.74	-153.48
12/14	MainePERS		306.96	153.48
12/18	Bangor Payroll	Employee Contribution	-76.74	76.74
12/24	Bangor Payroll	Employee Contribution	-76.74	0.00
12/31	Bangor Payroll	Employee Contribution	-76.74	-76.74
12/31	Bangor Payroll	EE MEPERS Retirement Contributions	0.00	-76.74
Total 2120-00 · MainePERS Employee Contribution			-76.74	-76.74

2130-00 · Employee Health Insurance Contr

12/4	Bangor Payroll	EE Health Insurance Contributions	-48.28	-48.28
12/11	Bangor Payroll	EE Health Insurance Contributions	-48.28	-96.56
12/18	Bangor Payroll	EE Health Insurance Contributions	-48.28	-144.84
12/24	Bangor Payroll	EE Health Insurance Contributions	-48.28	-193.12
12/31	Bangor Payroll	EE Health Insurance Contributions	193.06	-0.06
12/31	Bangor Payroll	EE Health Insurance Contributions	0.06	0.00
Total 2130-00 · Employee Health Insurance Contr			0.00	0.00

Total 2100-00 · Other Current Liabilities

-76.74 -76.74

4810-00 · Interest Earned

12/1		Interest	-2.61	-2.61
12/20		Interest	-0.54	-3.15
12/31		Interest	-2.94	-6.09
Total 4810-00 · Interest Earned			-6.09	-6.09

5000-00 · Payroll Expenses**5020-00 · Payroll Fees**

12/4	Bangor Payroll	Processing fee	34.00	34.00
12/11	Bangor Payroll	Processing fee	34.00	68.00
12/18	Bangor Payroll	Processing fee	34.00	102.00
12/24	Bangor Payroll	Processing fee	34.00	136.00
12/31	Bangor Payroll	Processing fee	157.00	293.00
Total 5020-00 · Payroll Fees			293.00	293.00

5030-00 · FICA

12/4	Bangor Payroll	Taxes	71.58	71.58
12/11	Bangor Payroll	Taxes	71.58	143.16
12/18	Bangor Payroll	Taxes	71.52	214.68

Accrual Basis

	Date	Name	Memo	Amount	Balance
	12/24	Bangor Payroll	Taxes	71.58	286.26
	12/31	Bangor Payroll	Taxes	75.27	361.53
Total 5030-00 · FICA				361.53	361.53
5040-00 · MainePERS Contributions					
	12/14	MainePERS		299.10	299.10
Total 5040-00 · MainePERS Contributions				299.10	299.10
5050-00 · Salary-Office Manager					
	12/4	Bangor Payroll	Office Managers Salary	983.87	983.87
	12/11	Bangor Payroll	Office Managers Salary	983.87	1,967.74
	12/18	Bangor Payroll	Office Managers Salary	983.87	2,951.61
	12/24	Bangor Payroll	Office Managers Salary	983.87	3,935.48
	12/31	Bangor Payroll	Office Managers Salary	983.87	4,919.35
Total 5050-00 · Salary-Office Manager				4,919.35	4,919.35
Total 5000-00 · Payroll Expenses				5,872.98	5,872.98
5100-00 · Insurance					
5110-00 · Health Insurance					
	12/31	Bangor Payroll	ER Health Insurance Contributions	1,006.70	1,006.70
Total 5110-00 · Health Insurance				1,006.70	1,006.70
5120-00 · Commercial, Crime, D&O Ins					
	12/14	Liberty Mutual Insurance		60.16	60.16
Total 5120-00 · Commercial, Crime, D&O Ins				60.16	60.16
5130-00 · Workers Comp					
	12/14	Eastern Alliance		119.00	119.00
Total 5130-00 · Workers Comp				119.00	119.00
Total 5100-00 · Insurance				1,185.86	1,185.86
6010-00 · Prof. Services					
6013-00 · Financial Audit					
	12/31		Reserved from 2020 Budget	2,500.00	2,500.00
Total 6013-00 · Financial Audit				2,500.00	2,500.00
Total 6010-00 · Prof. Services				2,500.00	2,500.00
6150-00 · Equipment - Office					
6152-00 · IT Services					
	12/14	Camden National Bank	Email Backup	12.00	12.00

Accrual Basis

	Date	Name	Memo	Amount	Balance
	12/28	Unlimited Technology		136.00	148.00
Total 6152-00 · IT Services				148.00	148.00
6153-00 · Photocopier Lease					
	12/1	US Bank		387.96	387.96
	12/28	US Bank		387.96	775.92
Total 6153-00 · Photocopier Lease				775.92	775.92
Total 6150-00 · Equipment - Office				923.92	923.92
6195-00 · Office Space Rental					
	12/28	Maine Farm Bureau	Printed by MCCA	1,497.17	1,497.17
Total 6195-00 · Office Space Rental				1,497.17	1,497.17
6215-00 · Postage-Shipping					
	12/14	Camden National Bank		79.45	79.45
	12/28	Haven, Lauren		3.40	82.85
Total 6215-00 · Postage-Shipping				82.85	82.85
6235-00 · Supplies					
	12/28	Staples Credit Plan		49.98	49.98
	12/28	Haven, Lauren		7.73	57.71
Total 6235-00 · Supplies				57.71	57.71
6240-00 · Telephone, Fax & Internet					
6241-00 · Cell Phone					
	12/28	Haven, Lauren		75.00	75.00
Total 6241-00 · Cell Phone				75.00	75.00
6243-00 · Phone, Fax & Internet					
	12/14	Spectrum Business/TWC		180.16	180.16
Total 6243-00 · Phone, Fax & Internet				180.16	180.16
Total 6240-00 · Telephone, Fax & Internet				255.16	255.16

Maine County Commissioners Association

Expenses by Vendor Detail

December 2020

Accrual Basis

	Date	Memo	Account	Amount	Balance
Bangor Payroll					
	12/4	Office Managers Salary	5050-00 · Salary-Office Manager	983.87	983.87
	12/4	Taxes	5030-00 · FICA	71.58	1,055.45
	12/4	Processing fee	5020-00 · Payroll Fees	34.00	1,089.45
	12/11	Office Managers Salary	5050-00 · Salary-Office Manager	983.87	2,073.32
	12/11	Taxes	5030-00 · FICA	71.58	2,144.90
	12/11	Processing fee	5020-00 · Payroll Fees	34.00	2,178.90
	12/18	Office Managers Salary	5050-00 · Salary-Office Manager	983.87	3,162.77
	12/18	Taxes	5030-00 · FICA	71.52	3,234.29
	12/18	Processing fee	5020-00 · Payroll Fees	34.00	3,268.29
	12/24	Office Managers Salary	5050-00 · Salary-Office Manager	983.87	4,252.16
	12/24	Taxes	5030-00 · FICA	71.58	4,323.74
	12/24	Processing fee	5020-00 · Payroll Fees	34.00	4,357.74
	12/31	Office Managers Salary	5050-00 · Salary-Office Manager	983.87	5,341.61
	12/31	Taxes	5030-00 · FICA	75.27	5,416.88
	12/31	Processing fee	5020-00 · Payroll Fees	157.00	5,573.88
	12/31	ER Health Insurance Contributions	5110-00 · Health Insurance	1,006.70	6,580.58
Total Bangor Payroll				6,580.58	6,580.58
Camden National Bank					
	12/14	Email Backup	6152-00 · IT Services	12.00	12.00
	12/14		6215-00 · Postage-Shipping	79.45	91.45
Total Camden National Bank				91.45	91.45
Eastern Alliance					
	12/14		5130-00 · Workers Comp	119.00	119.00
Total Eastern Alliance				119.00	119.00
Haven, Lauren					
	12/28		6241-00 · Cell Phone	75.00	75.00
	12/28		6235-00 · Supplies	7.73	82.73
	12/28		6215-00 · Postage-Shipping	3.40	86.13
Total Haven, Lauren				86.13	86.13

Accrual Basis	Date	Memo	Account	Amount	Balance
Liberty Mutual Insurance					
	12/14		5120-00 · Commercial, Crime, D&O Ins	60.16	60.16
Total Liberty Mutual Insurance				60.16	60.16
Maine Farm Bureau					
	12/28	Printed by MCCA	6195-00 · Office Space Rental	1,497.17	1,497.17
Total Maine Farm Bureau				1,497.17	1,497.17
MainePERS					
	12/14		5040-00 · MainePERS Contributions	299.10	299.10
Total MainePERS				299.10	299.10
Spectrum Business/TWC					
	12/14		6243-00 · Phone, Fax & Internet	180.16	180.16
Total Spectrum Business/TWC				180.16	180.16
Staples Credit Plan					
	12/28		6235-00 · Supplies	49.98	49.98
Total Staples Credit Plan				49.98	49.98
Unlimited Technology					
	12/28		6152-00 · IT Services	136.00	136.00
Total Unlimited Technology				136.00	136.00
US Bank					
	12/1		6153-00 · Photocopier Lease	387.96	387.96
	12/28		6153-00 · Photocopier Lease	387.96	775.92
Total US Bank				775.92	775.92
TOTAL				9,875.65	9,875.65

Maine County Commissioners Association
Profit & Loss Prev Year Comparison
December 2020

	Dec 2020	Dec 2019	\$ Change	% Change
Income				
4400-00 · Other Income	0.00	1,325.90	-1,325.90	-100.0%
4810-00 · Interest Earned	6.09	2.56	3.53	137.89%
Total Income	6.09	1,328.46	-1,322.37	-99.54%
Gross Profit	6.09	1,328.46	-1,322.37	-99.54%
Expense				
5000-00 · Payroll Expenses				
5020-00 · Payroll Fees	293.00	263.00	30.00	11.41%
5030-00 · FICA	361.53	764.00	-402.47	-52.68%
5040-00 · MainePERS Contributions	299.10	941.37	-642.27	-68.23%
5050-00 · Salary-Office Manager	4,919.35	3,795.52	1,123.83	29.61%
5060-00 · Salary-Executive Director	0.00	6,381.40	-6,381.40	-100.0%
Total 5000-00 · Payroll Expenses	5,872.98	12,145.29	-6,272.31	-51.64%
5100-00 · Insurance				
5110-00 · Health Insurance	1,006.70	1,009.95	-3.25	-0.32%
5120-00 · Commercial, Crime, D&O Ins	60.16	57.08	3.08	5.4%
5130-00 · Workers Comp	119.00	0.00	119.00	100.0%
Total 5100-00 · Insurance	1,185.86	1,067.03	118.83	11.14%
6010-00 · Prof. Services				
6013-00 · Financial Audit	2,500.00	0.00	2,500.00	100.0%
Total 6010-00 · Prof. Services	2,500.00	0.00	2,500.00	100.0%
6040-00 · NACO Expenses				
6041-00 · Conferences	0.00	2,354.23	-2,354.23	-100.0%
Total 6040-00 · NACO Expenses	0.00	2,354.23	-2,354.23	-100.0%
6050-00 · Education and Training	0.00	90.00	-90.00	-100.0%
6150-00 · Equipment - Office				
6152-00 · IT Services	148.00	125.00	23.00	18.4%
6153-00 · Photocopier Lease	775.92	81.24	694.68	855.1%
6154-00 · Printer & Supplies	0.00	504.56	-504.56	-100.0%
Total 6150-00 · Equipment - Office	923.92	710.80	213.12	29.98%
6170-00 · Meeting Expense				
6173-00 · Monthly	0.00	35.01	-35.01	-100.0%
Total 6170-00 · Meeting Expense	0.00	35.01	-35.01	-100.0%
6180-00 · Mileage & Travel Expense	0.00	0.00	0.00	0.0%
6195-00 · Office Space Rental	1,497.17	0.00	1,497.17	100.0%
6215-00 · Postage-Shipping	82.85	0.00	82.85	100.0%
6235-00 · Supplies	57.71	22.10	35.61	161.13%
6240-00 · Telephone, Fax & Internet				
6241-00 · Cell Phone	75.00	75.00	0.00	0.0%
6243-00 · Phone, Fax & Internet	180.16	179.71	0.45	0.25%
Total 6240-00 · Telephone, Fax & Internet	255.16	254.71	0.45	0.18%
Total Expense	12,375.65	16,679.17	-4,303.52	-25.8%

Maine County Commissioners Association

2021 Budget Proposal

Last Update 11-10-20	2020 Adopted Budget	As of 11-1-20	Balance Remaining	% of 2020 Budget	2021 Budget Proposal	Change	Percent of Change	Lauren's Notes for 2021 Budget
Income								
4100-00 · Convention Income								
4110-00 - Plaques	400	0	400	0%	400	0	0.00%	Same as 2019 and 2020
4120-00 · Registration	26,000	353	25,647	1%	26,000	0	0.00%	Same as 2019 and 2020
4130-00 · Sponsorship	10,000	0	10,000	0%	10,000	0	0.00%	Same as 2019 and 2020
4140-00 · Vendor	9,000	0	9,000	0%	9,000	0	0.00%	Same as 2019 and 2020
Total 4100-00 · Convention Income	45,400	353	45,047	1%	45,400	0	0.00%	Same as 2020
4300-00 · Dues	166,690	166,689	1	100%	148,354	-18336	-11.00%	Same Formula 80% Base+10% Value & 10% Pop Decrease Total 11%
4400-00 · Other Income	10,000	36,045	-26,045	360%	10,000	0	0.00%	Endorsements, Advertising, Grants
4500-00 · NACo Roster	500	500	0	100%	500	0	0.00%	Payment for updating NACo's Maine Contacts
4600-00 · MCCA Risk Pool Assessment	27,038		27,038		24,063	-2975	-11.00%	Decrease 11%
4810-00 · Interest Earned	100	55	45	55%	100	0	0.00%	Same as 2019 and 2020
Total Income	249,728	203,642	46,086	82%	228,417	-21311	-8.53%	
Expense								
5000-00 · Payroll Expenses								
5020-00 · Payroll Fees	2,000	1,580	420	79%	2,000	0	0.00%	Payroll Representative not aware of any increase
5030-00 · FICA	8,574	5,992	2,582	70%	4,031	-4543	-52.99%	7.65% of Taxable Wages - one employee
5040-00 · MainePERS Contributions	8,445	6,352	2,093	75%	4,215	-4230	-50.09%	7.6% through 6/21 and Oct-Dec Estimated 8%
5050-00 · Salary-Office Manager	51,161	43,570	7,591	85%	52,695	1534	3.00%	3% = \$1534 + \$51,161 = \$52,695
5060-00 · Salary-Executive Director	70,861	36,693	34,168	52%	0	-70861	-100.00%	Decision of the Board
Total 5000-00 · Payroll Expenses	141,041	94,187	46,854	67%	62,941	-78100	-55.37%	
5100-00 · Insurance								
5110-00 · Health Insurance	12,105	10,067	2,038	83%	12,651	546	4.51%	MMEHT possible annual rate increase
5120-00 · Commercial, Crime, D&O Ins	2,070	1,951	119	94%	2,070	0	0.00%	Estimates from insurance broker representative
5130-00 · Workers Comp	550	1,345	-795	245%	550	0	0.00%	Workers Compensation estimate
5140-00 · Unemployment Comp Ins	450	268	182	108%	240	-210	-46.67%	One employee
Total 5100-00 · Insurance	15,175	13,631	1,544	85%	15,511	336	2.21%	
6010-00 · Prof. Services								
6012-00 · Prof Services-Legal Services	500		500		500	0	0.00%	Same as 2020

Last Update 11-10-20

	2020 Adopted Budget	As of 11-1-20	Balance Remaining	% of 2020 Budget	2021 Budget Proposal	Change	Percent of Change	Lauren's Notes for 2021 Budget
6013-00 · Financial Audit	3,000		3,000		4,000	1000	33.33%	Increase due to estimated RFP
Total 6010-00 · Prof. Services	3,500		3,500		4,500	1000	28.57%	Same as 2020
6030-00 · Lobbying								
6031-00 · Lobbying Reg	200	200	0	100%	0	-200	-100%	Not necessary-lobbyist registered by Verrill Dana
6032-00 · Lobbying - Contractual					54,000			Persuant to contract terms-James Cohen-Verrill Dana
Total 6030-00 · Lobbying	200	200	0	100%	54,000	53800	26900%	
6040-00 · NACO Expenses								
6041-00 · Conferences	6,465	1,980	4,485	31%	5,465	-1000	-15.47%	NACo expense estimate is lower due to no ED.
Total 6040-00 · NACO Expenses	6,465	1,980	4,485	31%	5,465	-1000	-15.47%	
6050-00 · Education and Training	600	0	600	0%	600	0	0.00%	MCCA staff training
6100-00 · Bank Charges	50	0	50		50	0	0.00%	Same as 2020
6110-00 · Convention Expense								
6113-00 · Entertainment/Speakers	2,500	1,200	1,300	48%	6,500	4000	160.00%	Increased for potential keynote speaker
6114-00 · MCCA Staff Registration	1,000		1,000	0%	500	-500	-50.00%	Reduced staff
6118-00 · Meeting Exp.	32,500		32,500	0%	32,500	0	0.00%	Same as 2020
6121-00 · Supplies	300		300	0%	300	0	0.00%	Same as 2020
6124-00 · Comm Retirement Plaques	400		400	0%	400	0	0.00%	Same as 2020
Total 6110-00 · Convention Expense	36,700	1,200	35,500	3%	40,200	3500	9.54%	
6140-00 · Copies-Printing								
6142-00 · Directory	100	96	4	96%	100	0	0.00%	Same as 2020
Total 6140-00 · Copies-Printing	100	96	4	96%	100	0	0.00%	Same as 2020
6145-00 · Dues Expense	1,400	600	800	43%	600	-800	-57.14%	MMA membership only
6150-00 · Equipment - Office								
6151-00 · Computer Hard/Software	300	105	195	35%	300	0	0.00%	Same as 2020
6152-00 · IT Services	1,700	1,448	252	85%	1,800	100	5.88%	Minor increase based on usage
6153-00 · Photocopier Lease	4,092	3,780	312	92%	4,500	408	9.97%	Includes estimated overage coverage
6154-00 · Printer & Supplies	1,000	364	636	36%	800	-200	-20%	Decreased based on usage
6156-00 · Other	400		400		400	0	0.00%	Same as 2020
Total 6150-00 · Equipment - Office	7,492	5,697	1,795	76%	7,800	308	4.11%	
6160-00 · Fees	100	35	65	35%	100	0	0.00%	Same as 2020
6170-00 · Meeting Expense								
6171-00 · Annual Meeting	2,000	1,062	938	53%	1,000	-1000	-50.00%	Decreased due to anticipated Zoom meeting
6172-00 · County Officials' Workshop	3,000	0	3,000		5,000	2000	100.00%	Increased for possible educational program costs
6173-00 · Monthly	3,600	1,166	2,434	32%	3,600	0	0.00%	Same as 2020
6175-00 · Meetings - Other	2,000		2,000		2,000	0	0.00%	Same as 2020 - for any unexpected meetings

Last Update 11-10-20

	2020 Adopted Budget	As of 11-1-20	Balance Remaining	% of 2020 Budget	2021 Budget Proposal	Change	Percent of Change	Lauren's Notes for 2021 Budget
Total 6170-00 · Meeting Expense	10,600	2,228	8,372	21%	11,600	1000	9.43%	
6180-00 · Mileage & Travel Expense	600	131	469	22%	300	-300	-50%	Decreased as only one employee
6195-00 · Office Space Rental	19,000	16,469	2,531	87%	19,000	0	0%	No Lease paying \$1,500/mo or \$18,000 now
6215-00 · Postage-Shipping	250	72	178	29%	150	-100	-40%	Decreased based on usage
6230-00 · Advertising	250		250		100	-150	-60%	Decreased based on usage
6235-00 · Supplies	2,000	358	1,642	18%	1,000	-1000	-50%	Decreased based on usage
6240-00 · Telephone, Fax & Internet								
6241-00 · Cell Phone	1,305	1,425	-120	109%	900	-405	-31.03%	Administrator's Cell Phone only
6243-00 · Phone, Fax & Internet	2,200	2,380	-180	108%	2,800	600	27.27%	Expect slight increase
Total 6240-00 · Telephone/Fax/Internet	3,505	3,805	-300	109%	3,700	195	5.56%	
6250-00 · Website	200	40	160	20%	200	0	0.00%	Same as 2020
6260-00 · Contingency	500		500		500	0	0.00%	Same as 2020
Total Expense	249,728	140,729	108,999	56%	228,417	-21311	-8.53%	

MCCA Dues Formula

Adopted Model: 80% Base Amount plus 10% **Valuation** and 10% **Population** for Each County

2020 Total Membership Dues Amount \$166,690

2021 Total Membership Dues Amount \$148,354

COUNTY	MUNICIPALITY VALUE	UNORGANIZED VALUE	TOTAL	% of Total Value	Pop	% of Total Pop	2020				2021			
							\$166,690	VALUE	POP	2020 Amount	\$148,354	VALUE	POP	2021 Amount
							80%	10%	10%	100%	Decrease \$18,336	10%	10%	Decrease \$18,336
							\$ 133,352	\$ 16,669	\$ 16,669	\$ 166,690	\$ 118,683	\$ 14,835	\$ 14,835	\$ 146,690
ANDROSCOGN	\$8,191,950,000		\$8,191,950,000	4.77%	107,679	8.23%	\$ 8,890	\$ 795	\$ 1,372	\$ 11,057	\$ 7,912	\$ 707	\$ 1,221	\$ 9,840
AROOSTOOK	\$4,503,600,000	\$776,300,000	\$5,279,900,000	3.07%	67,111	5.13%	\$ 8,890	\$ 512	\$ 855	\$ 10,257	\$ 7,912	\$ 456	\$ 761	\$ 9,129
CUMBERLAND	\$46,892,350,000		\$46,892,350,000	27.29%	293,557	22.43%	\$ 8,890	\$ 4,549	\$ 3,740	\$ 17,179	\$ 7,912	\$ 4,049	\$ 3,328	\$ 15,289
HANCOCK	\$13,093,000,000	\$246,200,000	\$13,339,200,000	7.76%	54,811	4.19%	\$ 8,890	\$ 1,294	\$ 698	\$ 10,882	\$ 7,912	\$ 1,152	\$ 621	\$ 9,685
KENNEBEC	\$10,636,100,000	\$7,100,000	\$10,643,200,000	6.19%	122,083	9.33%	\$ 8,890	\$ 1,033	\$ 1,555	\$ 11,478	\$ 7,912	\$ 919	\$ 1,384	\$ 10,215
KNOX	\$7,450,400,000	\$19,800,000	\$7,470,200,000	4.35%	39,771	3.04%	\$ 8,890	\$ 725	\$ 507	\$ 10,121	\$ 7,912	\$ 645	\$ 451	\$ 9,008
LINCOLN	\$7,534,750,000	\$15,450,000	\$7,550,200,000	4.39%	34,342	2.62%	\$ 8,890	\$ 732	\$ 437	\$ 10,060	\$ 7,912	\$ 652	\$ 389	\$ 8,953
OXFORD	\$6,888,850,000	\$290,450,000	\$7,179,300,000	4.18%	57,618	4.40%	\$ 8,890	\$ 696	\$ 734	\$ 10,321	\$ 7,912	\$ 620	\$ 653	\$ 9,185
PENOBSCOT	\$10,779,450,000	\$355,100,000	\$11,134,550,000	6.48%	151,096	11.55%	\$ 8,890	\$ 1,080	\$ 1,925	\$ 11,895	\$ 7,912	\$ 961	\$ 1,713	\$ 10,587
PISCATAQUIS	\$1,750,000,000	\$870,350,000	\$2,620,350,000	1.53%	16,800	1.28%	\$ 8,890	\$ 254	\$ 214	\$ 9,358	\$ 7,912	\$ 226	\$ 190	\$ 8,329
SAGadahoc	\$4,671,500,000		\$4,671,500,000	2.72%	35,634	2.72%	\$ 8,890	\$ 453	\$ 454	\$ 9,797	\$ 7,912	\$ 403	\$ 404	\$ 8,720
SOMERSET	\$4,418,200,000	\$897,050,000	\$5,315,250,000	3.09%	50,592	3.87%	\$ 8,890	\$ 516	\$ 644	\$ 10,050	\$ 7,912	\$ 459	\$ 574	\$ 8,945
WALDO	\$4,417,750,000	\$2,100,000	\$4,419,850,000	2.57%	39,694	3.03%	\$ 8,890	\$ 429	\$ 506	\$ 9,825	\$ 7,912	\$ 382	\$ 450	\$ 8,744
WASHINGTON	\$3,247,200,000	\$377,300,000	\$3,624,500,000	2.11%	31,490	2.41%	\$ 8,890	\$ 352	\$ 401	\$ 9,643	\$ 7,912	\$ 313	\$ 357	\$ 8,582
YORK	\$33,490,850,000		\$33,490,850,000	19.49%	206,229	15.76%	\$ 8,890	\$ 3,249	\$ 2,627	\$ 14,766	\$ 7,912	\$ 2,892	\$ 2,338	\$ 13,142
Total	\$167,965,950,000	\$3,857,200,000	\$171,823,150,000	100%	1,308,507	100%	\$ 133,352	\$ 16,669	\$ 16,669	\$ 166,690	\$ 118,684	\$ 14,835	\$ 14,835	\$ 148,354

From: "Liberty, Randall" <Randall.Liberty@maine.gov>
Subject: RE: Jail Standards Committee Rules and Supplemental Funding Evaluation Clarification
Date: January 7, 2021 at 2:54:28 PM EST
To: Steve Gorden <gorden@cumberlandcounty.org>
Cc: "Ferguson, Scott" <Scott.Ferguson@maine.gov>

Good Afternoon,

I hope that this email finds you well.

The testimony, both verbal and written have reviewed and the jail standards have been modified as a result. A draft has been sent over to the attorney Generals Office to ensure statutory and caselaw compliance. I expect a report out of their findings and recommendations within a week.

Scott, would you provide clarification regarding Supplemental Funding requests?

Thank you both,

Randy

From: Steve Gorden <gorden@cumberlandcounty.org>
Sent: Thursday, January 07, 2021 2:48 PM
To: Liberty, Randall <Randall.Liberty@maine.gov>
Cc: Ferguson, Scott <Scott.Ferguson@maine.gov>; James Cohen <jcohen@verrill-law.com>
Subject: Jail Standards Committee Rules and Supplemental Funding Evaluation Clarification

EXTERNAL: This email originated from outside of the State of Maine Mail System. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Commissioner Liberty:

The MCCA has its monthly meeting Wednesday, the 13th, and there are two issues, which I would like to report out to the Board:

1. The status of the Jail Standards Committee's rules update
2. The status of the Supplemental Funding process for County Jails: An excerpt from my email, 12,18/2020, summarizing our discussion is as follows:

“Summary: Through Commissioner Liberty, Mr. Ferguson requested that the supplemental funding amount requested be justified utilizing the County's CRAS report; this may be accomplished by each county regardless of fiscal year vs. calendar

year. Additionally, he indicated that the CRAS system allows for a true-up, a year-end financial adjustment (a period 13), in order to comport with the County's financial system. Additionally, Scott indicated that he would make his office available for questions and training, if need be."

It is now my understanding that multiple year Net Operational Costs (NO) are now being evaluated vs. just the "trued up" of the CRAS report for the period identified in the legislation. I believe it was our agreement that the evaluation would occur, as indicated in the summary, and for the period identified in the Legislation.

I would appreciate a clarification.

Sincerely,

STEVE

Stephen Gorden

Cumberland County Commissioner

President of the Maine County Commissioners Association

Draft, An Act to Stabilize County Corrections

PART A (County Jail Operations Fund)

Sec. A-1. 34-A MRSA §1210-D is amended to read:

34-A MRSA §1210-D. County Jail Operations Fund

1. County Jail Operations Fund. Notwithstanding any provision of law to the contrary, for state fiscal years 2020-2021 and 2021-2022 at least \$18,442,104 in state funding or 20% of total jail operating costs for the prior fiscal year, whichever is higher, must be appropriated annually and used for the purposes of the County Jail Operations Fund, as established pursuant to this section and referred to in this section as "the fund." Notwithstanding any provision of law to the contrary, beginning with state fiscal year 2021-2022 at least 20% of total jail operating costs for the prior fiscal year or \$50 per day per state-sanctioned prisoner during the prior fiscal year, whichever is greater, must be appropriated annually and used for the purposes of the fund. The department shall administer the fund and shall distribute funds to the jails in accordance with this section for the purposes set forth in subsections 2, 2-A, 2-B and 3.

2. Community corrections. A portion of The fund must be used for the purpose of establishing and maintaining community corrections as set forth in sections 2-A and 2-B. For purposes of this subsection, "community corrections" means the delivery of correctional services for adults in the least restrictive manner that ensures the public safety by the county or for the county under contract with a public or private entity. "Community corrections" includes, but is not limited to, preventive or diversionary correctional programs, pretrial release or conditional release programs, alternative sentencing or housing programs, electronic monitoring, residential treatment and halfway house programs, community correctional centers and temporary release programs from a facility for the detention or confinement of persons convicted of crimes.

2-A. Pretrial release or conditional release programs. Using community corrections funds distributed under this section through June 30, 2021, and programs and services funds distributed under this section beginning July 1, 2021, each county shall provide a program, directly or through contract with an organization, to supervise defendants subject to a pretrial release condition imposed pursuant to Title 15, section 1026, subsection 3, paragraph A, subparagraph (1) and such requirements as may be established by rule or order of the Supreme Judicial Court.

2-B. Programs and services. Beginning July 1, 2021, at least 25% of all funding provided under this section must be used by the county jails and regional jail for community corrections including programs and services including those in 34-A MRSA §1208-B-2.

3. Prisoner support. The remaining portion of the fund must be used to provide a portion of the counties' costs of the support of prisoners detained or sentenced to county jails.

4. Formula; distribution. The department shall establish by rule a formula for the distribution of funds from the fund to the counties for jail operations. Beginning July 1, 2015 and annually thereafter, the department shall distribute to the counties from the fund amounts based on the formula. The formula must be based on the most recent fiscal year and must:

- A. Take into consideration total statewide county jail prisoner days for all jails;
- B. Take into consideration and assign to a jail the number of county jail prisoner days attributable to each prisoner who was charged with committing a crime in that county or was committed to the custody of or detained by the sheriff of that county;
- C. Determine the proportion of statewide county jail prisoner days attributable to each county;
- D. Determine the per diem per prisoner reimbursement amount; and
- E. Determine the reimbursement amount for each county based on the county's proportion of statewide county jail prisoner days multiplied by the per diem per prisoner rate.

This subsection is repealed June 30, 2022.

Rules adopted pursuant to this subsection are routine technical rules as defined in Title 5, chapter 375, subchapter 2-A.

5. Quarterly payments to counties. Beginning July 1, 2022, the department shall distribute the funding payable to the counties for operation of the jails on a quarterly basis if the jails have reported on a timely basis the revenues, expenses and populations information as required by subsection 6. Failure to report revenues, expenses and populations as required by rule adopted pursuant to subsection 6 may result in delayed payment of funds required to be paid by this section.

6. Required reporting. Beginning July 1, 2022, the jails shall report revenues, expenses and populations of persons committed to the custody of the sheriff to the department as provided in this subsection and in rules adopted by the department to implement this subsection. Failure of a jail to report as required by the department may result in delayed quarterly payments to the counties as provided in subsection 5 as set forth in rule. Rules adopted pursuant to this subsection are routine technical rules as defined in Title 5, chapter 375, subchapter 2-A.

- A. Each jail shall report its revenues and budgeted expenses in the format and on the schedule required by the department. The rules must require revenue and expense reporting on a monthly basis.
- B. Each jail shall report its population of persons committed to the custody of the sheriff in the format and on the schedule required by the department. The rules must require population reporting on a daily basis and must provide data to the department on actual daily population of persons who are incarcerated and persons on all forms of

community release. Population data must be reported in the format required on a quarterly basis and must record data specific to the definition of “state sanctioned inmate”.

- C. Each Sheriff shall report to the department on a quarterly basis, in the format required and approved by the department, any use of the percentage of funds provided under subsection 2-B.

7. Definition. As used in this section, unless the context otherwise indicates, the “state-sanctioned prisoner” means a person committed to the custody of the sheriff and held in a county jail or regional jail because the person:

A. Is being held as a result of an arrest, indictment or conviction of murder or a Class A, B or C crime;

B. Is being held for the purposes of a mental examination or treatment pursuant to Title 15, section 101-D with regard to:

(1) Competency to proceed pursuant to Title 15, section 101-D, subsection 1 and has been held beyond the date and time set by that subsection or the court for the mental health examination and treatment;

(2) Insanity or abnormal condition of the mind pursuant to Title 15, section 101-D, subsection 2 and has been held beyond the date and time set by that subsection or the court for the mental health examination and treatment;

(3) Mental condition relevant to other issues pursuant to Title 15, section 101-D, subsection 3 and has been held beyond the date and time set by that subsection or the court for the mental health examination and treatment;

(4) Commitment for observation pursuant to Title 15, section 101-D, subsection 4 and has been held beyond the date and time set by that subsection or the court for the mental health examination and treatment; or

(5) Court ordered bail for a person found incompetent to stand trial pursuant to Title 15, section 101-D, subsection 5, paragraph B;

C. Is being held pursuant to probation revocation proceedings or hearings under Title 17-A, section 1809, 1810, 1811 or 1812 with regard to a preceding conviction as a result of which the person was committed to the custody of the Department of Corrections;

D. Is being held pursuant to an order of the court finding the person in contempt of court pursuant to Maine Rules of Court, Rules of Civil Procedure, Rule 66 or Maine Rules of Court, Rules of Unified Criminal Procedure, Rule 42; or

E. Is in execution of consecutive sentences that together exceed 9 months in duration.

Sec. A-2. Development of standards regarding failure to report data. The Commissioner of Corrections, Department of Administrative and Financial Services service center staff assigned to the Department of Corrections and representatives of the county sheriffs chosen by the Maine Sheriffs’ Association shall work together to develop standards regarding

failure to report data as required by 34-A MRSA, section 1210-D, subsection 6. Following the work required by this section the Department of Corrections shall adopt a rule specifying standards for delaying payments to jails based on failure to report as required by rule. Rules adopted pursuant to this section are routine technical rules as defined in Title 5, chapter 375, subchapter 2-A.

This subsection is repealed January 1, 2022. ??

PART B (Annual assessments for county taxes)

Sec. B-1. 30-A MRSA §701 is amended to read:

30-A MRSA §701. Annual estimates for county taxes

Except as otherwise provided, the county commissioners shall make the county estimates and cause the taxes to be assessed as follows.

1. Forms. The county estimates must be made in the manner approved by the Office of the State Auditor.

2. Preparation of estimates. In order to assess a county tax, the county commissioners, in accordance with the schedule established in the county charter or, if the county does not have a charter, by the end of the state fiscal year, shall prepare estimates of the sums necessary to pay the expenses that have accrued or may probably accrue for the coming year for correctional services. The estimates must be drawn so as to authorize the appropriations to be made for correctional services.

2-A. Tax assessment for correctional services. Repealed

2-B. Retirement of fiscal year 2007-08 county jail debt. Repealed

2-C. Tax assessment for correctional services beginning July 1, 2022. Beginning July 1, 2022, the counties shall annually collect no less than \$74,267,107 from municipalities for the provision of correctional services in accordance with this subsection. The counties may collect an amount that is more than the base assessment limit established in this subsection, except that the additional amount each year may not exceed the base assessment limit as adjusted by the growth limitation factor established in section 706-A, subsection 3 or 4%, whichever is less. If a county collects in a year an amount that is more than the base assessment limit established for that county pursuant to this subsection, the base assessment limit in the succeeding year is the amount collected in the prior year. For the purposes of this subsection, "correctional services" includes management services, personal services, contractual services, commodity purchases, capital expenditures and all other costs, or portions thereof, necessary to maintain and operate correctional services. "Correctional services" does not include county jail debt unless there is a surplus in the account that pays for correctional services at the end of the state fiscal year.

The assessment to municipalities within each county may not be less than the base assessment limit, which is:

- A. A sum of \$4,975,110 in Androscoggin County;
- B. A sum of \$3,312,333 in Aroostook County;
- C. A sum of \$14,197,182 in Cumberland County;
- D. A sum of \$2,400,000 in Franklin County;
- E. A sum of \$1,965,610 in Hancock County;
- F. A sum of \$6,478,421 in Kennebec County;
- G. A sum of \$4,646,484 in Knox County;
- H. A sum of \$3,046,145 in Lincoln County;
- I. A sum of \$2,400,000 in Oxford County;
- J. A sum of \$7,375,000 in Penobscot County;
- K. A sum of \$1,170,158 in Piscataquis County;
- L. A sum of \$2,922,605 in Sagadahoc County;
- M. A sum of \$5,363,665 in Somerset County;
- N. A sum of \$3,212,779 in Waldo County;
- O. A sum of \$2,080,546 in Washington County; and
- P. A sum of \$8,721,069 in York County.

2-D. Adjustment of the tax assessment for correctional services and the base assessment limits for each county. Beginning July 2021, the base assessment limit for each county applies as the limit for each county pursuant to subsection 2-C. The Department of Corrections shall adopt rules, after consultation with the statewide association of county commissioners and the statewide association of county treasurers, managers and administrators, providing a mechanism for each county to adjust its base assessment limit once every 4 years beginning July 1, 2025. When the adjusted base assessment limit for each county is established on July 1, 2021, and every four years thereafter, the department shall tabulate the total of the base assessment limits for all counties, which must serve as the tax assessment for correctional services applicable to the counties pursuant to subsection 2-C. When the adjusted base assessment limit and adjusted tax assessment for correctional services is established by the department the department shall adopt rules establishing the adjusted base assessment limit and adjusted tax assessment for correctional services, which must then be effective until further adjustment by the department once every 4 years beginning July 1, 2025.

3. Public hearing. The county commissioners shall hold a public hearing in the county on these estimates before the end of the county's fiscal year. They shall publish a notice of the hearing at least 10 days before the hearing in a newspaper of general circulation within the county. Written notice and a copy of the estimates must be sent by mail or delivered in person to the clerk of each municipality in the county at least 10 days before the hearing. The municipal clerk shall notify the municipal officers of the receipt of the estimates.

PART C (Jail operating standards)

Sec. C-1. 34-A MRSA §1208-B is amended to read:

34-A MRSA §1208-B. Standards, policies and procedures applicable to jails

1. Establishment. The commissioner shall establish mandatory standards, policies and procedures for jails. The standards, policies and procedures must be established by rule and must be evidence-based and reflect best practices for the administration and operation of jails. The rules must include policies and procedures for assisting jails to achieve compliance and for imposing penalties for noncompliance. The rules must include reporting requirements to standardize reporting by the jails and provide for verification of compliance with this section.

A. The standards, policies and procedures must address record keeping and reporting of financial data, capital improvement planning, jail staffing, administration and management of prisoners, transfer of inmates, notification to prisoners of prohibition on contact with victims and other persons, pretrial assessments and services, evidence-based programming, literacy programs, mental health and substance use disorder programs and correctional officer training.

B. In administering and distributing funding to the jails pursuant to section 1210-D, subsection 4, the commissioner shall:

(1) Require reporting of data that indicates average daily population of prisoners, that excludes federal prisoners, that indicates sending and receiving jails for transferred prisoners and that is useful in calculating the distributions to the counties pursuant to section 1201-D, subsection 4; and

(2) Consider the performance of each jail in meeting the standards established pursuant to this section. The commissioner shall work with the jails to assist them in achieving compliance with the standards. The commissioner shall enforce the standards by imposition of monetary penalties upon a county for noncompliance by the county jail or regional jail. A monetary penalty imposed under this subsection may not in any fiscal year exceed the County Jail Operations Fund distribution payable to a county for a fiscal year pursuant to section 1210-D, subsection 4.

2. Requirements. Beginning June 1, 2021, the jails shall operate in accordance with best practices applicable to their facilities of their type and size including the mandatory standards, policies and procedures established under subsection 1 and the following requirements as set forth in rules adopted by the department:

A. All jails shall participate in coordination of inmate transportation;

B. All jails shall provide substance use disorder treatment and recovery services, including at a minimum providing a licensed clinician or licensed professional organization available to assist inmates;

C. All jails shall provide medication assisted treatment for substance use disorder to the extent that funding is provided by the General Fund;

D. All jails shall provide mental health treatment, including at a minimum providing a licensed clinician or licensed professional organization available to assist inmates;

E. All jails shall provide community programs and services pursuant to section 1210-D, subsection 2-B, including at a minimum pretrial or conditional release, alternative sentencing or housing programs and electronic monitoring.

2. 3. Rulemaking. Rules adopted pursuant to this section are routine technical rules as defined by Title 5, chapter 375, subchapter 2-A. Rules adopted pursuant to this section must take effect January 1, 2016.

PART D (Annual reporting on jail funding)

Sec. D-1. Annual reporting. Beginning April 1, 2022, the Maine County Commissioners Association and the Maine Sheriffs' Association shall report to the joint standing committee of the Legislature having jurisdiction over criminal justice and public safety matters regarding the following issues: county jail and regional jail funding through the General Fund, Title 30-A, section 701 and any other revenue sources; funding and operation of community corrections and programs and services required by Title 34-A, section 1210-D; distribution of funding to the county jails and regional jail; jail reporting of revenues, expenses and populations as required by Title 34-A, section 1210-D; the experiences of the jails and the Department of Corrections in adopting reporting and fund distribution systems that incorporate the concept of state-sanctioned inmates; the experiences of the counties in setting their tax assessments for correctional services under Title 30-A, section 701; and the adoption and implementation of new rules specifying mandatory best practices and mandatory standards, policies and procedures under Title 34-A, section 1208-B.