

# M.C.C.A.

Thomas Coward, President  
Cumberland County

Amy Fowler, Vice President  
Waldo County

William Blodgett, Secretary-Treasurer  
Lincoln County

Charles Pray  
Executive Director

Lauren Haven  
Office Manager



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## MAINE COUNTY COMMISSIONERS ASSOCIATION

### Board of Directors' Meeting Minutes MCCA Offices, June 12, 2019

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

MCCA President Thomas Coward called the meeting to order at approximately 10:30 a.m. following the MCCA Risk Pool meeting. Attendees recited the Pledge of Allegiance and all present introduced themselves.

DIRECTORS PRESENT: *Androscoggin* – Manager Larry Post proxy for Comm. John Butler; *Aroostook* – Comm. Norman Fournier; *Cumberland* – Comm. Tom Coward. *Hancock* – Admin. Scott Adkins proxy for Comm. William Clark; *Kennebec* – Admin. Bob Devlin proxy for Comm. George Jabar; *Knox* – Comm. Sharyn Pohlman; *Lincoln* – Comm. William Blodgett; *Penobscot* – Admin. Bill Collins proxy for Comm. Peter Baldacci; *Piscataquis* – Comm. Wayne Erkinnen; *Sagadahoc* – Comm. Brian Hobart; *Somerset* – Admin. Dawn DiBlasi proxy for Comm. Newell Graf; *Waldo* – Comm. Amy Fowler; *Washington* – Comm. Chris Gardner and *York* – Comm. Michael Cote.

OTHERS PRESENT: *Cumberland* – Comm. Steve Gorden and County Manager Jim Gailey; *Lincoln* – Admin. Carrie Kipfer; *Piscataquis* – Manager Tom Lizotte; *Sagadahoc* – Admin. Pamela Hile; *Somerset* – Comm. Robert Sezak; and *York* – County Manager Greg Zinsler; *MACCAM* – Admin. Bill Collins; *MACT* – Treasurer Kathy Robinson; *MSA* – Sheriff Ken Mason.

DIRECTORS ABSENT: *Androscoggin* – Comm. John Butler; *Cumberland* – Comm. Thomas Coward *Hancock* – Comm. William Clark; *Kennebec* – Comm. George Jabar; *Oxford* – Comm. Steven Merrill; *Penobscot* – Comm. Peter Baldacci; and *Somerset* – Comm. Newell Graf.

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

## **II. Approval of/Additions to the Agenda**

President Tom Coward inquired if there were any additions to the agenda. Comm. Cote made a motion to accept the agenda as written. Comm. Steve Gorden seconded the motion and it passed.

## **III. Approval of May 8<sup>th</sup> Board of Directors' Meeting Minutes**

Comm. Fournier moved to approve the minutes from the Board of Directors' meeting on May 8<sup>th</sup>, 2019 with no revisions requested. Comm. Cote seconded the motion and it passed unanimously.

## **IV. 2020 Convention of Maine Counties**

Management contacts at Point Lookout, the chosen and approved venue for the 2020 convention, notified MCCA staff of the pending closure of the facility at the end of December 2019. Therefore, a new venue and/or host county needed to be considered for this event. Unfortunately, Point Lookout was the only suitable venue able to accommodate the meeting needs and group size in Waldo County. Meeting attendees reviewed the list of past Host Counties. Office Manager relayed the sentiment of Oxford County Commissioners who generously offered to host the convention. After a brief discussion, Comm. Fowler moved to accept the kind offer of Oxford County, seconded by Comm. Gardner, and the motion passed with a unanimous vote. Lauren will contact Sunday River where the Association previously held a successful conference to determine open dates available next fall.

## **V. Bicentennial 2020 Project Update**

Executive Director Charles Pray visited David Cheever to check on the progress of the Bicentennial Project celebration plans. Included in the agenda packet was the email in response to his visit. The important take away was the creation of the **Maine200.org** website which will post application and submission details for counties to request monies to be used to fund their part in the celebration activities. The Board asked Mr. Pray to investigate the possibility that representatives could meet with each county to fully explain the details.

## **VI. Reports**

### **A. Executive Director Report and Legislative Discussion**

Executive Director Charles Pray presented his report highlighting the status of some of the bills being monitored by the Legislative Policy Committee (LPC). The end of the legislative session was in sight and final decisions were being made about the success or failure of pending legislation and the allocation of funding. Mr. Pray will continue to follow the process until the legislature adjourns reporting back to the LPC and the Board.

### **B. Financial Reports**

Office Manager Lauren Haven presented the monthly financial reports. As there were no questions, Comm. Cote moved to accept the financial reports, seconded by Admin. Bill Collins and it passed with no opposition.

### **C. Long Term Financing Committee**

Comm. Norm Fournier reported on the progress made by the Committee comprised of himself, Comm. Amy Fowler, Comm. Steve Gorden, and Admin. Pamela Hile, and with the assistance of

MCCA staff. The group researched services and funding sources for other similarly sized state associations, membership dues formulas used by the Maine Municipal Association and the National Association of Counties. Committee members also reviewed the adopted strategic plan and the established by-laws for the organization. The group hoped to present their findings at the July Board meeting including an analysis of the value and benefits of MCCA membership, improvements which could be made to the services offered by MCCA, recommendations for a dues formula with different examples of scenarios from which the Board of Directors' could choose, and a long-term analysis and plan to sustain a viable state association.

The Board will have an opportunity to review the package before the next meeting on July 10<sup>th</sup> as the agenda packet will be distributed on the Friday before the Board meeting. The topic will likely be discussed at the August 14<sup>th</sup> meeting as well. The Committee welcomed suggestions that might be incorporated into the plan regarding services that could be offered by the Association to enhance its value to members.

#### **D. Association Reports**

*MACCAM:* Admin. Bob Devlin aired some concerns and issues regarding MACCAM members and county commissioners collaborating on shared projects. The outcome was clearly there was a need to work on our communication skills to develop a more constructive way to achieve our goals while paying closer attention to team dynamics allowing participants to contribute in a healthy way and integrate or choose between ideas to get the best end result. President Tom Coward expressed the Board would either revisit the topic or meet as a smaller group in another setting to continue an open dialog.

*MACT:* Treasurer Kathy Robinson stated the association had nothing new to report.

*MSA:* Sheriff Mason attended the meeting but needed to leave before this point in the agenda, therefore there was no report given.

#### **E. Annual Convention Report**

Office Manager Lauren Haven reported the Committee would be met on May 24th. Vendor registration forms continued to be processed. There were seven exhibitors and five sponsors so far. Lauren mentioned the minutes from the last Convention Planning Committee meeting were included in the agenda packet. Attendee registration would open as soon as a few details were finalized. One more educational session was pending confirmation and a boating activity for Saturday afternoon was in the process of being arranged. The Committee planned to meet on Friday, June 14<sup>th</sup>.

#### **F. NACo Report**

Comm. Fowler reminded the group of the upcoming Annual Conference in July 12<sup>th</sup> to July 15<sup>th</sup> taking place in Clark County, Nevada. She and Comm. Baldacci expected to attend the NACo Conference.

Also, Hancock County was recently featured in NACo County News! And Cumberland County Manager Jim Gailey completed NACo's 12-week High Performance Leadership Academy online program.

### **XIII. Other Business**

Office Manager Lauren Haven announced she would be on vacation June 24<sup>th</sup> through the 28<sup>th</sup> returning on Monday July 1<sup>st</sup>.

#### XIV. Adjournment

*President Tom Coward invited a **motion** to adjourn at approximately 12:10 p.m. Comm. Gardner made the **motion** seconded by Comm. Fowler, and the **motion** was unanimously **approved**. The group adjourned to lunch.*

Respectfully submitted,

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MCCA Office Manager, Lauren Haven

Attested:

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MCCA Secretary-Treasurer