KENNEBEC COUNTY CO KENNEBEC COUNTY COMMISSIONERS MEETING

AGENDA AGENDA AGENDA

DATE: April 21, 2020

WORKSHOP: 11:00 am

CALL TO ORDER: NOON

PLEDGE OF ALLEGIANCE

APPROVAL OF MINUTES: March 17, 2020

REPORTS:

COUNTY ADMINISTRATOR

HUMAN RESOURCES

TREASURER

INFORMATION TECHNOLOGY

DEEDS

DISTRICT ATTORNEY

E.M.A.

FACILITIES

PROBATE

SHERIFF'S OFFICE/CORRECTIONS

PROJECT UPDATES:

OLD BUSINESS

- 1) Signature for approval of County Warrants
- 2) New hire and termination change of status forms for approval.

NEW BUSINESS

20-11) Motion and second to accept and the rebate check from Workers' Comp and deposit it in the ergonomic safety account.

20-12) Motion and second to renew the Securus contract at the jail.

PUBLIC COMMENTS

EXECUTIVE SESSION

ADJOURNMENT

Commissioners Minutes

March 17, 2020

Present: Chairman Patsy Crockett, Nancy Rines, Commissioner, George Jabar, Commissioner, Robert Devlin County Administrator, Terry York, Assistant County Administrator, Maeghan Maloney, District Attorney, Beverly Bustin-Hatheway, Register of Deeds, Sheriff Ken Mason, Chief Morin, Lt. Read, Richard Wurpel, Jail Captain, Lt. Bryan Slaney, Sean Goodwin, EMA Director, Devon Parsons, IT, James Saucier, Facilities Maintenance, Laura Johnson, Deputy Register of Probate

Absent: Dave Hawke, IT, Richard Davies, Treasurer, Cynthia Ferguson, Finance Director, Kathy Ayers, Register of Probate,

	Discussion	Action
Call to order	12:00 pm	
Minutes	Motion and second to accept the minutes of March 3, 2020	3 in favor 0 opposed
County Administrator	Robert Devlin County Administrator: We are planning another caucus for district 3; I have been talking with Maeghan.	Update
	The budget has presented a ten percent increase; eleven percent at the jail, seven for the county, seven point eight for the Sheriff. I have been working with the Sheriff, we are going to stagger the deputies coming on board; that will be a marginal savings, but I will start notifying the budget committee as we should be getting ready to present to them in a few weeks.	Update
	The State House is closed to the public as of today. I am not sure what kind of reporting we are going to get; that means the lobbyists can't go there. They're going to come back this Summer.	Update
	We have two grants that we have been awarded that we need to vote on and accept. One is a Residential Substance Abuse Treatment grant and the other is a Substance Abuse Disorder grant. We are working with the jail staff and Crisis and Counseling will manage the grant. We will be managing the money and as I said that money will be closely monitored.	
	Deeds is closed except the vestibule area; The DA's office is	

	Discussion	Action
	closed except their vestibule. Papers can be dropped off, and	
	people can call. Things can change rapidly; we will adapt as they	Update
	happen. Our responsibility are our employees.	
Human Resources	Terry York, Assistant County Administrator: I've mostly	Update
	been working on the budget.	
	We have had applications continue to come in for Corrections	Update
	positions.	Cpunc
Treasurer	Terry York, for the Treasurer: The cash position is \$5.5	Update
	million and a little over \$2 million in the investment pool. We	
	are about 70 percent of the way through the fiscal year.	
	The warrant today is \$388K; the major items \$15,265for the jail	Update
	monthly medical contract, \$17,659 for jail food, \$18,177 for Maine Pretrial \$134K for MCCA risk pool, \$14,185 for county	
	wide electric bill, \$17,992 for natural gas and all others is a little	
	over \$164K.	
Deeds	Beverly Bustin-Hatheway, Register of Deeds: January and	Update
	February were quite slow, but we are still \$11K ahead of last	
	year.	
District Attorney	Maeghan Maloney, District Attorney: I sent Bob a copy of the	Update
	bill that was passed last night on appropriations; I just scanned it	
	and from what I can see, the State Police new positions were not	
	brought up. It is not a part of this budget and that corresponds with what they were saying last night, which is the budget they	
	passed was only to deal with emergency provisions for Health	
	and Human Services and education. It is consistent with what I	
	see here. There are a couple of lines here on State Police, but it is	
	a onetime allocation for a specific microscope they need; very	
	specific item. So they are planning to come back in session, but	
	of course, no one knows for sure.	
	I appreciate the discussion on allowing people to work from	Update
	home. I will set up a schedule and send it to Bob so that he	Opulie
	knows what we are doing, and have an alternating schedule, so	
	that we have fewer people together all at once. I will certainly	
	keep in touch to let you know if anyone does test positive, or	

	Discussion	Action
	anyone in their family does. At this time, the court is closed for	
	everything except for in custodies, bail reviews and arraignments	
	that have to be done within a certain period, such as domestic	Update
	violence and summons that are given with special conditions. As	
	a result of that, we are having hearings Monday through Friday,	
	so we are not able to simply close the doors because if we don't	
	file the complaints on people who are arrested, then by law, they	
	have to be released. So we have to be there in case someone who	
	is dangerous for the community comes in. We are really working	
	hard to try and make sure we have as few people in the jail as	
	possible. I am happy to hear about whom they want to focus on	
	who's there on bail and try to get them released. Every attorney	
	in my office is taking the jail list and giving me information on	
	why that individual on that caseload is in custody and whether or	
	not that can change.	
EMA	Sean Goodwin, EMA Director: It's official, in Augusta; they	Update
	don't want you doing anything in groups due to the Covid-19	
	virus. Their curfew starts at 8pm tonight. The social distancing is	
	a proven to be an efficient way to do things. Our office has	
	signed up for a program called Zoom; we checked with IT and	
	they said we could do it. It will allow us to have conference calls	
	electronically. Having said that, I highly recommend we don't	
	have public meetings for a while. If you go to Togus or any of	
	the hospitals, they are taking this seriously. Also, we just got a	
	confirmation that we have a 30- year old female in Kennebec	
	County that tested positive; we don't know exactly what town.	
	This won't go away for a while; we just know from a history of	
	flu pandemics that it won't. The numbers will go up because we	
	are testing a lot more. Keeping in mind too, some of us in this	
	room are in the range of having me really worried. If you look at	Update
	the State of Maine as a whole, I'm 66, so I'm in that range; if	
	you look at the statistics, it's anywhere from 20 years old to 80	
	years old. We have not heard that anyone is in any critical care.	
	The hospitals are fairly well supplied; not perfect. Maeghan	
	Maloney, District Attorney: Do you know if they are having	
	any problems with hospital staff not coming to work with the	
	school closures? Sean Goodwin, EMA Director: It has come up	

	Discussion	Action
	a little bit. Some of the hospitals are looking at having their own daycares; they are looking at the possibility, not necessarily doing it as that comes with problems. We need to take this seriously; medical supplies are becoming harder to get. The hospitals in our areas are very well equipped.	Update
	The N95 masks that everyone is talking about, the standard, the law says you will be fit tested. If I had ten cases of them, I could not give them out to you because you haven't been fit tested. The test itself costs \$100 and consists of a 5- page questionnaire, possibly a physical which could also add to the cost.	Update
Facilities	James Saucier, Facilities Maintenance: Absent; Doing a deep cleaning of the buildings.	Update
Information Technology	Devin Parsons, IT : Everything is still running good; no issues.	Update
	I spoke with Bob, and going forward, all remote work connections have to be approved by dept. heads, so they know who is trying to work from home. We are trying to remotely fix stuff as much as possible to keep the separation.	Update
	I am seeing that the RCC is using more of the terminal servers that have IMC, so I am assuming that they have more dispatchers up there to handle the call volume for the pandemic.	Update
Probate	Laura Johnson, Deputy Register of Probate: I made a copy of our Emergency Order and Notice that we have in place, if you'd like a copy. This protects the public and the staff as well.	Update
	Kathy is in self quarantine for 14 days because she had the sniffles and a sore throat. She is working from home, and is keeping in contact by phone and email.	Update
	We are holding hearings via telephone and Skype. If someone has to be there in person, we are dealing with that on a case by case basis.	Update
Sheriff/Corrections:	Sheriff Mason, Corrections: We have 161 inmates at the jail. We've been ramping up with this for just over two weeks now, preparing because it's already here. I believe that it will get	Update

Discussion	Action
worse before it gets better, but there's no reason to panic.	
Everyone is getting their temperature taken every day before you go to the jail, including myself. If you're temperature is 100.4, you're not coming in.	Update
Sheriff Mason, Law Enforcement: We are asking the deputies that if they can handle the complaint via the phone, that's what needs to be done. For those calls that cannot be handled over the phone, they are practicing social distancing	Update
I have not shut down the Civil division yet. I talked to Harry McKenney this morning and everything is working pretty well. The Civil deputies are wearing gloves while serving paperwork. For our criminal and civil lobbies, we are asking the public who are dropping off paperwork to leave it in a box in the vestibule. At the end of the day, they'll put the cover on the box, set it inside out of the way and let it sit for two days. We haven't reached the point of shutting down the offices yet, but we very well may reach that point.	Update
We did get the K9 grant; they will be sending us a check for \$25K. That is going to go into the CIP account, and will be more than enough to buy the dog for \$8500 that is still in Holland. The dog is ready to be sent here, but I would really like to get a cage for the cruiser first.	Update
Our MSA conference that was happening on the 25 th and 26 th , is no longer happening, so we will be getting our money back	Update
Dan Oueltte who is our contractor for the radio system came back from Arizona, as we seem to be having a little bit of a problem on the RCC end.	Update
I finally had an opportunity to meet with Nurse Ford and thank her for a job well done; she was the nurse on duty when the inmate who died and was brought back to life. I furloughed that	Update

	Discussion	Action
	inmate. They went down to Maine Medical Center and they checked themselves out, so we went down there and brought them back here.	
Project Updates	None at this time	
Old Business/ Follow Up Items		
Warrants	March 17, 2020	Signed
Change of Status	New hire, termination, step increases	Signed
New Business	20-09) Motion by Commissioner Rines seconded by Commissioner Jabar to accept and sign the grant between Kennebec County and Department of Public Safety for Residential Substance Abuse Treatment.	3 in favor 0 opposed
	20-10) Motion by Commissioner Rines seconded by Commissioner Jabar to accept and sign the grant between Kennebec County and Department of Public Safety for Substance Use and Disorder Assistance Program.	3 in favor 0 opposed
Executive Session		No Action Taken
Miscellaneous	None at this time	
Adjournment	Adjourned at 12:59pm	3 in favor 0 opposed

Terry York, Assistant Administrator