

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 Wurlpel, 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	<p>Robert Devlin County Administrator: We are planning another caucus for district 3; I have been talking with Maeghan.</p> <p>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.</p> <p>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.</p> <p>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.</p> <p>Deeds is closed except the vestibule area; The DA's office is</p>	<p>Update</p> <p>Update</p> <p>Update</p>

	Discussion	Action
	closed except their vestibule. Papers can be dropped off, and people can call. Things can change rapidly; we will adapt as they happen. Our responsibility are our employees.	Update
Human Resources	Terry York, Assistant County Administrator: I've mostly been working on the budget.	Update
	We have had applications continue to come in for Corrections positions.	Update
Treasurer	Terry York, for the Treasurer: The cash position is \$5.5 million and a little over \$2 million in the investment pool. We are about 70 percent of the way through the fiscal year.	Update
	The warrant today is \$388K; the major items \$15,265 for the jail 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.	Update
Deeds	Beverly Bustin-Hatheway, Register of Deeds: January and February were quite slow, but we are still \$11K ahead of last year.	Update
District Attorney	Maeghan Maloney, District Attorney: I sent Bob a copy of the 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.	Update
	I appreciate the discussion on allowing people to work from home. I will set up a schedule and send it to Bob so that he 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	Update

	Discussion	Action
	<p>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.</p> <p>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.</p>	<p>Update</p> <p>Update</p>
Facilities	James Saucier, Facilities Maintenance: Absent; Doing a deep cleaning of the buildings.	Update
Information Technology	<p>Devin Parsons, IT: Everything is still running good; no issues.</p> <p>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.</p> <p>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.</p>	<p>Update</p> <p>Update</p> <p>Update</p>
Probate	<p>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.</p> <p>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.</p> <p>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.</p>	<p>Update</p> <p>Update</p> <p>Update</p>
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
	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