

	Discussion	Action
	<p>Organization page; they initially did a basic welcome video which has organizations on there that we don't have. Our first meeting is August 7th. I will start contacting organizations like Fort Western, the Children's Center, Boys & Girls Club, YMCA, and Travis Mills; see if we can get him in there. I have some contacts and have met him several times. The Sheriff knows him well too.</p> <p>The Sheriff is reviewing a draft ride along policy for the risk pool. Chairman Rines: You were going to check with the risk pool about the boiler? Robert Devlin, County Administrator: Yes, I'm waiting to get some more information from the vendor. Jimmy has contacted them and he is supposed to give me a call. Chairman Rines: I thought that was going through the risk pool? Robert Devlin, County Administrator: I have to get the information to give to the risk pool. What they pay for is the cost of the materials; not the associated labor. We have received the checks for the cruiser accident; we've gotten some money for the car, some money for the paint, decals etc. There may be more money coming. Chairman Rines: And the Sheriff rescued what he could out of that vehicle? Sheriff Ken Mason: Yes, we couldn't use the light bar as that was broken; we couldn't use the cage because that was twisted, but the other stuff we were able to use. We are just waiting on the risk pool, our insurance company to pay us the rest of our losses.</p>	<p>Update</p> <p>Update</p>
Human Resources	<p>Terry York, Human Resources Manager: I have a new orientation to do tomorrow for our new employee at the jail. Some of the staff had been at the academy doing training, so they are coming back; that will help staff the jail. Staff is also going to attend the Maine Hire A Vet campaign in August; hopefully we will find some good recruits there.</p> <p>We've posted externally for a position at the DA's office, due to Cheryl Tims' retirement. That will be open July 1st.</p> <p>I have been collecting emails for the employee self-service portal</p>	<p>Update</p> <p>Update</p>

	Discussion	Action
	<p>get with this payroll service. That will be rolled out over the next few weeks, once we feel comfortable with the process. We're very positive, like I said, it's been a hurdle as we have a very complicated payroll here; not just a lot of people, but with the way it works is very complicated. It's been a bit of an experience communicating with payroll services, but we're getting there. They have had experience, for example, Two Bridges is one of their clients, so that was helpful; also the City of Old Town has a lot of similarities to us. So that's been good as far as the transition and conversion is concerned. We are very optimistic and will be ready to roll that first pay in July. Chairman Rines: We still input all the data? Peter Dunn, Finance Director: Yes, we will still have administrative authority and we will be involved on the front end, the inputting of hours, adjusting of pay rates, the adjusting of withholdings and all that. They will handle what I refer to as the back end of the process, but this self-service portal to me is a huge feature to offer to the staff. I think they will be very pleased with it. I have already been through my own personal portal. They sent me a link, so I set myself up and it's going to be very slick; I'm very pleased with that aspect.</p> <p>I have a draft of our FY17 audit, I've gone through it and had some comments, so I sent it back to our auditors with a half dozen different things I want adjusted; I'm waiting to get their response to that. Chairman Rines: And then will they come in and talk to us? Peter Dunn, Finance Director: If you'd like them to. Chairman Rines: The question would be when. Peter Dunn, Finance Director: We could pick a day and give them notice, and they should be able to attend. Chairman Rines: So we should wait until August or September? Peter Dunn, Finance Director: Okay.</p> <p>Richard Davies, Treasurer: We are requesting the withdrawal of \$9625 of investment income from the Kennebec County Investment Management Account that we have and following along in the procedure that we have putting money in there, we</p>	

	Discussion	Action
	<p>need the signature of all three commissioners, Peter, myself and Bob, we have a little form for you to sign. Chairman Rines: What's the plan to do with it? Peter Dunn, Finance Director: We are just drawing it out and putting it into our checking account. We budgeted for that investment income from there; it only makes sense to draw from it so we can have it. Chairman Rines: I just wondered if you had a specific place to move it. Peter Dunn, Finance Director: No, just transferring it from one asset to another</p> <p>Patsy Crockett, Commissioner You said that the payroll service does Two Bridges payroll, do they have any county that they do? Peter Dunn, Finance Director: They do not have any counties, but they have several municipalities. Robert Devlin, County Administrator: There are a couple of counties that have payroll service, just different companies. Peter Dunn, Finance Director: That's right; three counties use Bangor Savings Banks payroll services. When they responded to my letter of inquiry, they had listed those counties as recommendations to talk to.</p>	
Deeds	<p>Beverly Bustin-Hatheway, Register: June isn't through yet, however, we will be over the \$900,000 mark by the end of June. Chairman Rines: And how does that compare to where we thought we would be? Beverly Bustin-Hatheway, Register: \$880,000. Otherwise, it seems things are going smoothly.</p>	Update
District Attorney	Absent	
EMA	<p>Sean Goodwin: Wind and Rain Storm of 2017 update; FEMA and MEMA and our office is working with a number of Towns in Kennebec County. Visits going well, FEMA working well with the towns.</p> <p>Towns and Cities are being required to gather a lot of paperwork to back up the town's requests for funds spent during the Wind Storm. For most towns, things are going well.</p> <p>Warning letter has gone out to the Counties regarding 2018 Homeland Security Grant Program.</p>	<p>Update</p> <p>Update</p>

	Discussion	Action
	Our office in turn has let the towns and cities know that it's time to start thinking about requests towards the 2018 funds.	Update
Facilities	<p>Robert Devlin, County Administrator: Everything's on schedule. I believe we have all the camera's up at the courthouse. Billy's on vacation this week, so Jimmy's cleaning, which is why he is absent. We are getting the ground shaped up now; I don't think he has any super projects going on at the moment.</p> <p>Chairman Rines: What is happening with the Hazardous Material training? Robert Devlin, County Administrator: Instructions are supposed to be emailed to you; you go online and complete the training. Terry York, Human Resources Manager: That should be a blast email from IT, to everyone; to my knowledge, no one has gotten the email yet.</p>	Update
Information Technology	Dave Hawke, IT: Everything's going well. We got the air conditioner under control; it's just barely making it on hot days, but we have Augusta Fuel looking at what they can do to help us.	Update
Probate	<p>Kathy Ayers, and Register of Probate: We are already \$20,000 over in revenues with a month to go. We are looking at \$30,000 and I'm going to legislature for a bill on a study regarding indigent legal services for counties. The study starts today, so we will see what that's about. George Jabar, Commissioner: Is this legal service for Probate? Kathy Ayers, and Register of Probate: It is for the counties; I think we are the only one paying from the counties legal fees. That's why I am going, to find out what it is about. They sent me an email and asked me to come.</p> <p>We also will have a new front, when you go to Maine.net, you will see a new website from the public; it's changed and modernized. Chairman Rines: Why do you think there's an increase in revenue? Kathy Ayers, and Register of Probate: I really couldn't tell you; more business, we have more indigent business too. My belief is that I'm going to run the numbers, but, the guardianships of minors have increased and in the summer time, we've had quite a few conservatorships. I think the annual requirement of an accounting, it was a few years ago that that happened and now they have to account in that it, and we do get</p>	Update

	Discussion	Action
	a fee for that. That has helped with the increase as well.	Update
Sheriff/Corrections:	<p>Corrections: Sheriff Ken Mason: Corrections: We currently have 133 inmates; two less than the last meeting. We have 72 with Maine Pretrial, which is up three from 69, so they are really starting to step up and earn that money that we pay them for diversion.</p> <p>The male CARA program continues; we have eight participants left. Again, we make it very clear to them that you have to be here for changes and if you don't want to follow the rules, have a good day someplace else. The participants are doing very well.</p> <p>While I was at the jail the other day, Jason Stonier and the Securus rep were running the wires for telephone and audio/visual for the new Securus phone system that we are going to have. This will enable us to go almost entirely paperless, which will save money. The inmates can call their families and talk to them almost like a facetime; which may eventually cut down on visits and ease up on our staff.</p> <p>Law Enforcement: Things remain relatively stable and reasonable. LT Read has been working on updating all the rules and regulations and SOP's and by the end of this year, they will all be changed so they all have my name on them. We are putting out to patrol for them to look at them, so that if there are things that should be added, or if they just have questions, they can ask.</p> <p>Chairman Rines: will you run those by us? Sheriff Ken Mason: I can if you would like me to. Chairman Rines: Well, I think we ought to know what's in there, not that we have any say over it, but we should be educated. Sheriff Ken Mason: We can have them emailed to you as they are gone through.</p> <p>Lt Read is also educating the supervisory staff on time sheets or attendance within our IMC data base. Eventually, we can go paperless with that as well. We are holding the supervisors responsible for inputting the time of their shift into the</p>	<p>Update</p> <p>Update</p> <p>Update</p> <p>Update</p>

	Discussion	Action
	<p>computers, taking them out, requiring the deputies when they go to DMV hearings or court, that they physically have to a court slip. Texting the supervisor is no longer permitted.</p> <p>Deputy York's vehicle should be here shortly; that's been paid for. Deputy Moody's brand new Ford Explorer got hit by a deer in the driver's door. He was not injured. The animal accidents do not affect the risk pool. We will have some money in our vehicle line to go towards the overtime budget. Chief Al Morin: Things are going pretty smoothly next door. They are doing a wonderful job over there: we have some good people running the show, Captain Wurlpel, Lt Slaney, SSGT Goodchild, and things are starting to come around over here. People are beginning to understand the way the Sheriff, myself and Lt Read want things done.</p>	<p>Update</p> <p>Update</p>
Project Updates	None at this time	
Old Business/ Follow Up Items	None at this time	
Warrants	June 19, 2018	Signed
Change of Status	New hire, termination, step increases	Signed
New Business		
Executive Session	None at this time	
Miscellaneous	None at this time	
Adjournment	Adjourned at 12:35 pm	3 in favor 0 opposed

Terry York, Assistant Administrator