

KENNEBEC COUNTY CO KENNEBEC COUNTY COMMISSIONERS MEETING

AGENDA

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DATE: September 3, 2019

WORKSHOP: 11:00 am

CALL TO ORDER: NOON

PLEDGE OF ALLEGIANCE

APPROVAL OF MINUTES: August 20, 2019

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.

FOLLOW UP ITEMS

NEW BUSINESS

19-38) Motion and second to accept the gift from the Old South Congregational Church for the jail in the amount of \$300 to benefit inmates.

19-39) Motion and second to enter into a contract with Horizon Technologies to upgrade the Law Enforcement communications system; coordinating with the City of Augusta using existing hardware to expand our system.

PUBLIC COMMENTS

EXECUTIVE SESSION

ADJOURNMENT

Commissioners Minutes

August 20, 2019

Present: Chairman Patsy Crockett, Nancy Rines, Commissioner, George Jabar, Commissioner, Robert Devlin County Administrator, Terry York, Assistant County Administrator, Tracie Lesperance, Finance/HR Assistant, Richard Davies, Treasurer, Cynthia Ferguson, Finance Director, , Beverly Bustin-Hatheway, Register of Deeds, James Saucier, Facilities Maintenance, Richard Wurpel, Jail Captain, Lt. Bryan Slaney, Sheriff Ken Mason, Sean Goodwin, EMA Director

Absent:, Maeghan Maloney, District Attorney, Kathy Ayers, Register of Probate, Dave Hawke, IT

	Discussion	Action
Call to order	12:00 pm	
Minutes	Motion and second to accept the minutes of August 6, 2019	3 in favor 0 opposed
County Administrator	<p>Robert Devlin County Administrator: One of the organizations we help with small funding, soil & water, is being kicked out of their offices and we worked with the Extension and found a temporary home for them.</p> <p>You had your convention registrations, and once you give those to me, I will get them in. It is at Point Lookout on September 26th.</p>	<p>Update</p> <p>Update</p>
Human Resources	<p>Terry York, Human Resources Manager: We have one new hire at the jail this week. We have 36 line officers and 5 new line officers in training (including the 2 new hires from this week). We have 2 more starting September 3, bringing the total to 43 line officers, leaving us down 19, which is 5 less than two weeks ago.</p> <p>I filed the odd number year EEO report to the Federal Bureau of Labor.</p>	<p>Update</p> <p>Update</p>
Treasurer	<p>Richard Davies, Treasurer: The cash position is \$2.7 million and \$2 million in the investment pool.</p> <p>Cynthia Ferguson, Finance Director: We are working on one more warrant for FY19, and then we will close it out. Nancy Rines, Commissioner: And we're still waiting for the auditors to come talk to us? Cynthia Ferguson, Finance Director: Yes,</p>	<p>Update</p> <p>Update</p>

	Discussion	Action
	we should be receiving from them the FY18 report, and FY19, there is a fund balance report that you're interested in Nancy, and I will update once we get the final warrant done, and then we can set something up.	
Deeds	Beverly Bustin-Hatheway, Register of Deeds: Nothing to report	
District Attorney	Maeghan Maloney, District Attorney: Absent	
EMA	Sean Goodwin, EMA Director: Worked on the Counties EOC in the basement is moving along. Everything has been removed from the room. Floor will be pulled up in the next few weeks.	Update
	Training with our Teams start back up next month. Too hard planning anything during the summer months.	Update
	Still waiting on the State for OK to spend FY-2019 HSGP funds.	Update
Facilities	James Saucier, Facilities Maintenance: I'm working on power washing the building because we have an infestation of spiders coming into one of the offices.	Update
	I'm also working with Bob because at some point I have to paint the trim, so I have to rent a sprayer; so I am getting some numbers together.	Update
Information Technology	Dave Hawke, IT: Absent	
Probate	Kathy Ayers, Register of Probate: Absent	
Sheriff/Corrections:	Sheriff Mason, Corrections: We have 170 inmates; we are starting the female CARA program in September.	Update
	We do have two individuals graduating the Academy on Friday.	Update
	Sgt. Karlsson will brief you on our new tablets for the jail and why we have them. Sgt. Karlsson: Every inmate will be issued an inmate tablet, and will have access to electronic books and free podcasts. There's also a case law library so they can access Maine and Federal Statutes so they can investigate their cases. This will take the burden off the staff quite a bit as currently all the statutes are in a 3 ring binder. Every inmate will receive one of these and it also has a phone application so that every inmate will have a working phone and have access to call family	Update
		Update

	Discussion	Action
	<p>members, friends and will no longer have to wait for the phone to become available. Nancy Rines, Commissioner: They can call anyone they want? Sgt. Karlsson: Yes. Chairman Patsy Crockett: And they can call at any time? Sgt. Karlsson: They'll be able to call from 8:30am-10:00pm. The current phones in each block are set up the same way. The only difference is that each inmate will now have their own phone, and it allows them to have privacy in their own cell. George Jabar, Commissioner: Are these calls recorded? Sgt. Karlsson: Yes they are. They have earbuds that has a mic on them. It is still recorded through our investigator pro, which is what Securus offers us for recording calls. Robert Devlin County Administrator: If a certain inmate is blocked from a number, would it be blocked on all the tablets, so they can't borrow another tablet to make that call? Sgt. Karlsson: So if it's a victim or someone calls us and tells us they don't want their number called, it's a global restriction, so none else can call it.</p> <p>Lt. Slaney: These tablets don't do anything that isn't already allowed. It's the same system, only different device. We were having physical altercations when we had one phone; people getting mad because someone was on the phone too long, or it was someone else's turn. This will alleviate the issues we've had with them all sharing one phone. Sgt. Karlsson: This generation of tablets does not have a camera, so they're not taking pictures or have video chats. Lt. Slaney: There are also things they can purchase on these tablets if they want to play games or watch movies; again, a lot of this stuff will alleviate pressure on staff because we have to move inmates now the law library to study, and move them to a movie night, or education. Now this will leave everyone in their cells and they can access that stuff directly on their tablet. It also allows us the ability for behavior modification. This is a great tool for when someone is acting out, the officers will also have a tablet that controls the inmate's tablets, and the officer can turn the tablet off. Chairman Patsy Crockett: Do you anticipate that they will be destructive with them? Lt. Slaney: I think the inmates will be very happy to get</p>	<p>Update</p> <p>Update</p>

	Discussion	Action
	<p>them; but they are pretty heavy duty. And we have seen other facilities that have had issues with inmates and they have stood up. If they are broken, we will handle that through disciplinary boards. George Jabar, Commissioner: Are they going to have them 24/7? Lt. Slaney: No we do have to plug them in to charge, so they will be collected daily. Sgt. Karlsson: So at 10pm, they are automatically scheduled to turn off. The staff will have from 10-1030 pm to go and collect all of them. Lt. Slaney: Once the inmates are out of their cells and out of lock down, the staff will hand their tablets back out. Nancy Rines, Commissioner: So the inmate may not get the same tablet back? Lt. Slaney: They are community tablets. If an inmate has purchased games and movies, the screen will be a different color and will have the inmates name on it. Chairman Patsy Crockett: Are there other facilities in Maine that has them? Sgt. Karlsson: Androscoggin currently has them, and Piscataquis is next in line to get them after we're done.</p> <p>Lt. Slaney: Another huge part of this is right now we do all of our forms through paper, and those can get lost and the time frame and accountability is almost impossible; to figure out who's desk it sat on prior to reaching the next level, is impossible. We're going to go paperless through these tablets; so if you want to fill out a grievance, you fill it out on your tablet, and it will be sent remotely to the correct person. It will date and time stamped when they send it, and when I open it. It's accountability for staff to answer grievances as well as limiting the amount of paper that it will eliminate, will be astronomical.</p> <p>Richard Wurpel, Jail Captain: It will hook up with our commissary as well; the inmates will be able to order directly from their tablet.</p> <p>Lt. Slaney: We are also looking at becoming a PREA compliant facility, and in order to be PREA compliant, you have to meet certain guidelines, and one of those is to have a PREA video for all inmates that is mandatory to watch when they come into the</p>	<p>Update</p> <p>Update</p> <p>Update</p>

	Discussion	Action
	<p>facility. So what we can do is create this video and put it on the tablet, and before they are allowed to do anything on the tablet, they have to view video and acknowledge that they have watched the video. Having these tablets is beneficial to everyone.</p> <p>Sheriff Mason, Law Enforcement: Lt. Read will brief you on the BYRNE grant Lt. Read: We will be receiving a communications software/hardware grant for \$4707.06, which they use part one crimes to determine what we get for money. I looked at some different things but I felt that at this point our communications is still in need of some work. So I am looking at getting Bluetooth mics that the deputies will wear here, allows them to be within 500 meters from their cruiser and when they transmit, the Bluetooth connects to their mobile in their cruiser and utilizes that at 100 watts versus 5 to 10 watts on their portable radio. That's a significant improvement and I've already had a vendor give me a price quote, which includes installation. I think that would be a good use for that money. Nancy Rines, Commissioner: Do you already own any? Lt. Read: No, we don't. Sg. Estes has been testing a product very similar, and loves it. It's not compatible with our new radios, but the new ones would be. Nancy Rines, Commissioner: Four is not very many. Lt. Read: No, but I want to issue them out to the patrol sergeants to kind of test drive and make sure they're going to work the way they should, and once we determine that this is going to be a good fit, then we can purchase more. They have been using them out in Arizona, which is different territory, much flatter surface, so I want to see how they work here in Maine and if they do work good, then we will get more. I think it would be a good investment in the future to get more.</p> <p>Sheriff Mason, Law Enforcement: We remain steady in our patrol division. We had a fatal accident in Albion. His brother is incarcerated here, and we are working to get him to be able to attend the funeral.</p> <p>Last week we had complete division training, where State Police</p>	<p>Update</p> <p>Update</p>

	Discussion	Action
	<p>covered for us. Lt. Read: We had all of patrol at this training, including some reserves. We had a gentleman from Carfax come; they are our provider for accident reports. They also offer tools the deputies can use which provides a search engine, so if they are investigating something and only have a partial plate number, they can get into and search that database. We had a presentation from Sgt. Woodman on drug addiction, stopping vehicles and being more active on investigating things out on the roadways. He had a good presentation on what deputies should do when they encounter these things.</p> <p>Deputy Boudreau talked about his work with Vixen; more specifically if she for some reason happens to get out or he's not available to deal with her, so if she latches on to someone, there is a certain way you need to release her jaw, so the deputies were taught how to do that.</p> <p>Deputy Polizzotti discussed use of force and did some scenario training with some hands on techniques.</p> <p>We also had a CPR refresher with Ssgt. St. Pierre.</p> <p>Sheriff Mason, Law Enforcement: It was an all-day training, and it's important that they all get together at one time.</p>	<p>Update</p> <p>Update</p> <p>Update</p> <p>Update</p> <p>Update</p>
Project Updates	The RFP to replace the chiller on the roof at the jail is ready to go out	
Old Business/ Follow Up Items	Motion 19-37 motion to accept monies to be used from the Byrne Grant to purchase Bluetooth mics	3 in favor 0 opposed
Warrants	August 20, 2019	Signed
Change of Status	New hire, termination, step increases	Signed
New Business		
Executive Session		No Action Taken
Miscellaneous	None at this time	
Adjournment	Adjourned at 12:39 pm	3 in favor 0 opposed

Terry York, Assistant Administrator