

Kennebec County, Maine

County Commissioner's Meeting Minutes December 21, 2021



Present:

Patsy Crockett, Commissioner (Chair)	Corey Goodchild, Asst. Jail Admin.	Art True, EMA Deputy Director
Nancy Rines, Commissioner	Beverly Hatheway, Director of Deeds	Diane Wilson, Deeds
George Jabar, Commissioner	Megan Dickey, Assistant HR Manager	Devon Parsons, IT Director
Scott Ferguson, County Administrator	Tom Doore, Deputy Treasurer	Shay Freeman, DA Office
Ken Mason, Sheriff	Cindi Ferguson CPA, Finance Director	Jessica Lowell
Al Morin, Chief Deputy	Sean Goodwin, EMA Director	

Absent: Dan Brunelle; Facilities, Maeghan Maloney, Esq. DA, Bryan Slaney, Jail Administrator

	Discussion	Action
Call to order	12:00 pm	
Minutes	Motion and second to accept the minutes of December 7 th , 2021	3 in favor 0 opposed
Human Resources	<p>Megan Dickey: We have contract negotiations with Deeds/DA on January 5th, 2022, at 9:00 AM.</p> <p>In December we have end of year reports (EEO-1 for ethnicity, race, and sex of employees by job).</p> <p>Chairwoman Crockett asked to have scheduled negotiations emailed to commissioner so they are aware of the meetings. Administrator Ferguson emailed the meeting invitation to Commissioner Rines and Megan.</p>	<p>Update</p> <p>Update</p> <p>Request</p>
Treasurer	<p>Tom Doore, Treasurer: We are 48% into FY 22 Budget. General Fund is \$9,742,000 all invested in the Insured Cash Sweep account with Kennebec Savings Bank. Recovery Cash Fund \$11,514,000 all invested in the Insured Cash Sweep account with Kennebec Savings Bank. Investment Fund at the close of business yesterday is \$2,135,000 and up \$3,000 since last meeting. There are two General fund warrants and a Restitution warrant requiring signatures.</p>	Update

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Finance	<p>Cindi Ferguson CPA, Finance Director: Vaccination incentives went out December 10th. The incentive was approximately \$212,000 and was paid on 12/10/2021.</p> <p>Chairwoman Crockett: What percentage staffing are we at with vaccinations? Administrator Ferguson: About 79% compliance with vaccination status and I had a meeting with Capt. Slaney and Lt. Goodchild to see what the cost would be to buy our own testing machine to do our own testing.</p>	Update
Deeds	<p>Diane Wilson, Deputy Register of Deeds: No new numbers to report today. We are having cake today between 2-3 for Beverly's retirement.</p> <p>Beverly, Register of Deeds: Beverly thanked the County for the opportunity to serve the citizens of Kennebec County and what was accomplished during her tenure. She feels both happy and sad about her retirement as she will miss everyone. Her focus now is on herself and her retirement.</p> <p>Commissioner Rines: I will miss you a lot. You taught me a lot. Chairwoman Crockett: I think you have taught us all a lot. Don't forget us. Commissioner Jabar: You always straightened everything out, I will miss you.</p>	Update
District Attorney	<p>Maeghan Maloney Esq., District Attorney: Absent on vacation.</p> <p>Shay Freeman, Office Manager: Maeghan wanted me to report some potential grant funding for some programs. Grand Jury is happening on Thursday. Usually, Grand Jury is 2 days a month. We had our holiday party which was a huge success. We were able to raise about \$300 for a local family in need for Christmas.</p>	Update Update

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<p>EMA</p>	<p>Sean Goodwin, EMA Director: We have been making adjustments that were needed from the mitigation report. Covid cases in on the rise. We are working with the towns on the emergency response issues/personnel. Vaccination clinics at the Augusta Armory are going well. Art Cleaves a BP Max Machine is \$110,000. It also is about \$80,000 for upkeep for chemicals, etc. Keep in mind testing and all the maintenance fees can come from the recovering funds for it. It's \$35 per test and that's cheaper than any other place. Could be 12–14-hour days and on call 24-7 for testing and doing results. We either need to commit fully or not do it. Is it a good idea if we can the manpower to do it? And get into the reimbursement for it? This may be a better strategy than trying to pay Walgreens or a place like that.</p> <p>Commissioner Rines: How much time does it take to use? Does it only test for one thing?</p> <p>Sean Goodwin: I didn't have enough time to ask either of those things. I believe you can from what I know about the CDC testing. Everyone would need to be tested the same. There is no wiggle room. I understand you are in a hurry and want to jump into this, but we need to just make sure we are good.</p> <p>Administrator Ferguson: I'd like to know this jail is doing this and find out if it worth it for us.</p> <p>Lt. Goodchild: I will contact them.</p> <p>Sheriff Ken Mason: I am curious too because our medical staff is already picking up a lot of the other work needed as of now.</p>	<p>Update</p> <p>Update</p>
<p>Facilities</p>	<p>Dan Brunelle, Facilities Manager: Absent.</p> <p>Administrator Ferguson: Dan says there isn't much to report besides concrete work that needs to be done. It will probably have to be pushed off due to Spring. There is some work that will probably need to be done in the Spring.</p>	<p>Update</p>

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Information Technology	<p>Devon Parsons, IT Director: Set up another round. Follow up with Aramark system they are having good success. Yesterday we sent our shared calendars for the large conference room and the sunroom. Department heads should have received them.</p>	Update
Probate	<p>Kathy Ayers, Register of Probate: Beverly swore me in 28 years ago. Zoom did an update last week and totally threw off our microphones and cameras in our court room and we had to do some scrambling. Devin is always there when we have an emergency and I just wanted to give them kudos because they were busy and still came through for us.</p> <p>On January 6th the commission to consolidate the probate court into the state is happening if anyone wants to join. That's all I have for now.</p>	Update Update
Sheriff/Corrections:	<p>Sheriff Ken Mason: Law side we got 2 Deputies back that graduated from the Criminal Justice Academy. Due to a COVID situation the academy canceled their graduation ceremony. Deputy Van Wyke was 2nd in the class and Deputy Lynch was 4th in the graduating class. I am very proud of them.</p> <p>Jail Pop is 115 which is good for our staffing. Two Bridges Jail has minimal staffing. We are only taking very serious crimes like domestic violence.</p> <p>Waterville Police Department arrested someone with like 11 pounds of fentanyl, so they need to be in jail.</p> <p>Lt. Goodchild: Capt. Slaney's last day was December 18th and Friday at 3:00 AM he and his wife, Amy, welcomed their newest child.</p> <p>One officer tested positive for covid over the weekend. I feel confident we have this isolated to one unit.</p> <p>We had 2 job interviews this morning that we are just waiting on the background check and another interview tomorrow.</p>	Update Update Update Update Update

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Administrator:	<p>Administrator Ferguson: We will make arrangements to get the warrants to you for signature.</p> <p>I want to go through the Education Policy and discuss any changes with Megan any changes. A draft will be presented to the Commissioners for review.</p> <p>ARPA update: currently we've got about 27.1 million dollars in requests. Some are in infrastructure, some for housing, some for disabled veterans, some are for mitigating waste. The ARPA RFP went out this week. Once a vendor is selected, we will need to pull in the budget committee sometime in the first quarter to begin the review of applications that have been submitted. We will also have to prioritize the requests and bring a proposal before the commissioners. We don't have the full 23 million dollars yet we only have about half right now.</p> <p>Work Force Development (WFD) will be vacating the Deeds building. I did receive a call from their leadership and re-affirmed out willingness to help them finding a new location and move any belongings. EMA has offered to help physically move them if they want. We have offered SFD the use of Kennebec County conference room for any meetings.</p> <p>Sheriff: I would ask the commissioners to consider changing part time corrections pay from \$14.00/hour to \$16.50/hour.</p> <p>Administrator Ferguson: There are two choices in the appointment of the Registrar of Deeds. An appointment by the Governor (Title 33, Ch 11, Sub 1 §601) or the Deputy Registrar assumes the title of acting registrar and is sworn as such by a dedimus justice.</p> <p>Chairwoman Crockett: We should go with the latter (going with §605 – acting Register of Deed vs. §601 Governor may appoint) to keep things moving.</p>	<p>Update</p> <p>Update</p> <p>Update</p> <p>Update</p> <p>Commissioner Rines: I'll make the motion Commissioner Jabar: I second it 3 in favor, 0 opposed Commissioner Rines: I'll make the motion Commissioner Jabar: I'll second it 3 in favor, 0 opposed</p>

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	<p>Commissioner Jabar: I agree, this seems to be the best way to do this without an interruption in service.</p> <p>Administrator Ferguson: We need to appoint an MCAA representative and a proxy. I believe they want it by the end of the year.</p> <p>Commissioner Rines: Makes a motion to appoint Commissioner Jabar as the representative with Administrator Ferguson and the other commissioners as the proxies.</p> <p>Chairwoman Crockett: Seconded it</p> <p>Administrator Ferguson: We have 79% vaccination compliance rate to date, so I think we are doing pretty well.</p> <p>Lt. Goodchild: 8-10AM every Monday we have a nurse that will be doing testing for unvaccinated employees and will be able to see results and let department heads know.</p> <p>Administrator Ferguson: We will have to send something out to let department heads know who isn't vaccinated to work out getting tested. I haven't heard much about the Maine Opioid settlement as soon as I get information on that I will send it out and have Chairwoman Crockett sign it if needed.</p>	<p>Commissioner Rines: I'll make the motion Chairwoman Crockett: I'll second it 3 in favor, 0 opposed</p>
Old Business/ Follow Up Items	03-25) Motion and second to adopt the Kennebec County Education Assistance Policy	Tabled
Warrants	Warrants	Need to be signed
Change of Status	New hire, termination, step increases	Need to be signed

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New Business		
Executive Session	<p>Motion by Commissioner Jabar seconded by Commissioner Rines to go into Executive Session in accordance with 1 MRSA §405-6-A to discuss a personnel issue.</p> <p>Into Executive Session at 12:55 PM.</p> <p>Chairwoman Crockett declared that executive session ended at 1:10 PM to enter another executive session in accordance with 1 MRSA §405-6-E to discuss a legal matter.</p> <p>Out of Executive Session at 2:57 PM.</p>	<p>3 in favor, 0 opposed</p> <p>No action taken following Executive Session</p> <p>No action taken following Executive Session</p>
Miscellaneous		
Adjournment	Adjourned at 2:57 PM	3 in favor 0 opposed

Megan Dickey, Assistant Human Resources Manager