

Sagadahoc County Commissioners
Meeting Minutes
Tuesday, February 14, 2017

A regular meeting of the Sagadahoc County Commissioners was held at 3:00 pm Tuesday, February 14, 2017, in the Commissioners' Meeting Room of the County Courthouse, 752 High Street, Bath, Maine 04530.

Present: Chair Carol Grose; Vice Chair Charles Crosby III; Commissioner Max Dawson; County Administrator Pamela Hile; Sheriff Joel Merry; Communications Director Brodie Hinckley; EMA Interim Director Sarah (Hicks) Bennett; Asst. to Administrator, Mary Kay Blatz

- I. Chair Grose called the meeting to order at 3:00 p.m. and established the presence of a quorum.
- II. There were no public comments.
- III. Consent Agenda:
 1. Approval of Minutes for January 10, 2017
 2. January Financial Statements
 3. Departmental Reports (Written)
 4. Upcoming Meeting(s):
 - a.) Regular Meeting at 3:00 p.m. on Tuesday, March 14, 2017
 - b.) Joint Work Session with BAC at 8:30 a.m. on Friday, March 17, 2017
 - c.) Meeting at 5:00 p.m. on Tuesday, March 21, 2017
 - d.) Meeting at 5:00 p.m. on Tuesday, March 28, 2017 IF NEEDED

Upon motion by Vice- chair Grose and second by Commissioner Dawson, the consent agenda was unanimously approved as presented.

IV. Department Reports

EMA – Sarah Bennett - Introduction of EMA Specialist Tod Hartung

Todd Hartung, our new EMA Specialist is unable to join us for this meeting but will be here in March to meet the Commissioners.

Sheriff's Office / Jail Update – Sheriff Joel Merry

Sheriff Merry presented the Sheriff's Department Activity and the Two Bridges Regional Jail reports. He noted that a RIDE detail that took place on Super Bowl Sunday which the Department had posted on their Facebook page as a deterrent to people operating under the influence. Sheriff Merry believes that in today's age of instant social media and communication, sobriety roadblocks are less successful than in the past, and the Department is looking at the possibility of more quick and mobile checkpoints. The current RIDE team process is to take a stretch of roadway or area and saturate it with

officers looking to identify impaired driving through observation. This detail was unusual in that there were no OUI charges issued.

The Sagadahoc County population at TBRJ is at about 30 inmates. A few more inmates are scheduled to go out on home release in the next few weeks that will lower the County population even further.

Administrator Hile reported that the Jail has been identified at having an approximate 50% employee retention rate and is looking at improvement in recruitment and employee retention including raising morale, and opportunities for advancement in addition to pay, as the lower retention rate has a significant impact on the current staff morale as well as the overall budget. TBRJ is looking forward to contract renewals with Waldo and Kennebec and are hopeful to continue the relationship with Oxford. MCCA is sponsoring legislation asking to have the cap lifted as well as a change in the funding formula. It is to be noted that TBRJ was constructed with capacity of approximately 200 residing in large pods of approximately 60 inmates each. All pods have to remain open, which requires the same level of staffing and the same approximate costs whether there are 100 or 200 inmates in residence.

V. Business Items

1. Code Red Analysis — Sarah (Hicks) Bennett

As requested by Commissioner Dawson, EMA Interim Director Sarah Bennett presented her cost-benefit analysis on the Code Red System. Administrator Hile pointed out that the Code Red system is a difficult entity to conduct a CBA on, because it is a program that is not used unless in the event of an emergency situation, which has not been necessary (to utilize), to date.

Interim Director Bennet reported that the system has been in place since 2012 and currently has 14,000 land-lines, residences and businesses (automatically registered) and approximately 1,700 cell phones and emails registered. The total cost of the system is \$12,500 of which the County contributes \$6,250, the balance of which is covered by a Federal EMPG grant. This calculates to a cost of \$.17 per resident.

Code Red System is a Public Safety insurance program that will soon be compatible with IPAWS (Integrated Public Alert & Warning System) which is the national alert and warning infrastructure. IPAWS requires the use of an interface to push the notification out through, and the Code Red system is compatible with IPAWS. Other systems are available at a comparable cost.

A second State project that works directly with Code Red is a plan for evacuation mapping, which will help with efficiency of evacuation in the event of an emergency. Social media cannot be as effective as a communication tool because it relies on people logging onto the tool in order to see the message.

Chair Grose suggested using local television PSA's to encourage people to sign up for the Code Red System. Director Hinckley made note that the IPAWS system will be an automatic notification to all cell phones within a certain range, with not option to opt out of emergency alerts.

2. Text/Tip Analysis — Brodie Hinckley

As requested by Commissioner Dawson, Communications Director Brodie Hinckley presented a cost-benefit analysis on the Text/Tip Program. Director Hinckley reported

that in 2016 there were 132 tips. The program costs \$1662 (avg. \$12.60 per tip.) There is no way at this time how many charges resulted from the tips, as departments do not include the information in their reporting. The program was started to reduce the instances of underage drinking but has expanded to include prevention of underage drinking parties, finding drugs, and reporting or preventing bullying. The program is the closest thing to a crime line to what we have. It is promoted through schools through the School Resource Officers, as well as through Access Health.

Commissioner Dawson noted that the amount spent on this program is relatively small in consideration of the benefits that it offers, as the same with the Code Red Program.

3. Authorization to Begin the Hiring Process for Accounting Manager

Administrator Hile advised that with sincere regret that Mike Leonard has submitted his resignation from the position of Accounting Manager, effective April 7, 2017. He has done an outstanding job during his tenure, and will be greatly missed. Mike has agreed to make himself available for training and audit assistance as/if needed. Administrator Hile is looking to possibly contract on an hourly basis for four days a week, which, if it becomes a possibility, would be brought to the Commissioners. In effort to move forward with the process, Administrator Hile would like to begin advertising to fill the position and therefore respectfully requested that the Commissioners authorize staff to begin the process to fill this upcoming vacancy.

Upon motion by Commissioner Dawson and second by Chair Grose, the Commissioners unanimously authorized to begin the process of hiring to the position of Accounting Manager.

4. Health Insurance Renewal Quote

Administrator Hile reports that the County has just now received information from Health Insurance Administrator Malcolm Ulmer regarding our Meritain Health Insurance costs. Mr. Ulmer has reported that two participants have been targeted for possible increase in stop-loss protection, which is under negotiation. Because of the increase in stop-loss as well as a budgeting for 50 participants (over current 48), we are looking at a 6.3% cost increase. This is in contrast to 9.5% Health Trust renewal rate. Administrator Hile respectfully requests the Commissioners' authorization to renew the agreement with Meritain Health.

Upon motion by Vice- chair Crosby and second by Commissioner Dawson, the Commissioners unanimously authorized renewal of the agreement with Meritain Health, with Malcolm Ulmer negotiating the lowest rate possible.

5. Budget Advisory Committee

Municipal officials in Sagadahoc County held caucuses on February 1st to elect several members of the 2017 County Budget Advisory Committee (BAC). Topsham Selectmen Bill Thompson and Ruth Lyons have been joined by Victoria Ryan (Topsham) as the representatives for District 1 (Topsham and Bowdoin). Selectman Julia House of Phippsburg, Selectman Peter Oceretko (West Bath) and David Hennessey (West Bath) will represent District 2 (Arrowsic, Georgetown, Phippsburg, Richmond, West Bath and Woolwich). Carolyn Lockwood (Bath), Selectman Theresa Turgeon (Bowdoinham) and Councilor Bernie Wyman (Bath) are the representatives for District 3 (Bowdoinham and Bath).

The BAC will hold a brief organizational meeting at 4 p.m. on Wednesday, February 22nd, and will then meet jointly with the County Commissioners on March 17th to hear departmental budgetary presentations.

6. Request by Public Health Officer

Administrator Hile presented the request by the Sagadahoc County Public Health Officer Sharon Bagalio for the Commissioners' approval to begin writing a monthly column for submission to the Times Record/Coastal Journal/ and/or Cryer. The topics will bring attention to various health and public safety matters, and will be reviewed by the Administrator prior to publication to ensure that there are no inadvertent political ramifications. Administrator Hile respectfully requests the Commissioners' consideration of this matter.

Vice-chair Crosby noted that as the Cryer is a monthly publication, it would be of benefit for a separate topic be submitted to the Cryer.

Upon **MOTION** by Commissioner Dawson and second by Chair Grose, **the Commissioners unanimously authorized the Public Health Officer to submit monthly informational articles for local publication.**

7. County Administrator's Report – Available for review upon request

VI. Commissioners' Comments/Announcements

Vice-chair Crosby reported that while there is nothing new to report for Workforce Investment, it is anticipated that there will be additional upcoming cuts to the program and that the current administration is looking to privatize and have more businesses investing in the cost for the program training.

VII. Executive Session(s)

1. Request to enter into an executive session pursuant to Title 1, Chapter 13, Section 405, 6., A of the M.R.S.A. for the purpose of discussing personnel matters.

Upon **motion** by Commissioner Dawson and second by Chair Grose by the Commissioners voted **unanimously enter into executive session pursuant to Title 1, Chapter 13, Section 405, 6., A of the M.R.S.A. for the purpose of discussing personnel matters at 3:55 p.m.**

The Board came out of executive session at 4:35 p.m.

VIII. Adjournment

Upon **motion** by Commissioner Dawson and second by Vice- chair Grose, the Board voted by **unanimous acclamation to adjourn the meeting at 4:35 p.m.**

Respectfully Submitted,

Mary Kay Blatz, Assistant to the Administrator