

The County of Cumberland is committed to providing quality services to all citizens equitably, in a responsive and caring manner.

COMMISSIONERS' MEETING

MINUTES

September 24, 2007

The Board of Cumberland County Commissioners, Esther B. Clenott, Richard J. Feeney and Malory Shaughnessy convened a meeting at the Cumberland County Courthouse in the Peter J. Feeney Conference room.

Chairman Feeney called the meeting to order at 5:30 PM and the following business was conducted.

Minutes of the Cumberland County Regular Meeting of September 10, 2007, were read and approved unanimously.

Comments from the County Manager:

Peter Crichton, County Manager, commented on two items. 1) The budget process has started and we have reviewed some departments. We have an upcoming budget meeting on Wednesday the 26th where we will hear other department presentations. It is a difficult budget and we are trying to manage the best we can. We are taping the meetings to provide information to citizens and we also have information posted on the website. IT Director John Joy has put space on the County's internal website where employees can make suggestions on how we can save costs regarding the budget and we have received some ideas. 2) He asked Elizabeth Trice, Grants/Special Projects Coordinator, to provide an update on Caremark, the prescription Drug Card Program initiated by the National Association of Counties (NACo). Ms. Trice reported that the NACo Prescription Drug Program is essentially a partnership with a prescription drug company called Caremark. It is basically a discount program that is being offered to residents of Cumberland County who do not have insurance, who are underinsured, or who are fully insured but it does not cover the cost. Caremark has created a network of participating pharmacies which will perform pharmacy services for participants. It includes pharmacies such as Rite-Aid, Wal-Mart, Brooks and smaller local pharmacies. Caremark will adjudicate claims submitted by participating pharmacies to Caremark in accordance with the participating pharmacies. It does not cost the county anything, we just promote the program and Caremark gets a rebate from the pharmaceutical companies. There is no monthly charge or enrollment fee to the residents of Cumberland County. Penobscot County has been in the program for two years and they have reported a cost savings to their citizens who are participating in the program.

Commissioner Shaughnessy indicated that being a member of NACo enables us to participate in this program and pass on the savings to residents of Cumberland County.

Comments from the Commissioners:

Commissioner Clenott:

Commissioner Clenott commented she has been doing a lot of work on the jail issue and the Governor's proposal. She is also on another committee that has been writing to all the commissioners in the state and asking them to voice their opinion about where County Government should go and what are the important issues we should be addressing. She is looking forward to the MCCA Convention on September 28th and 29th, where there will be a lot of discussions.

Commissioner Shaughnessy:

Commissioner Shaughnessy commented on 3 topics: 1) She will be a presenter at the MCCA Convention on the new public health infrastructure in the State of Maine and how the counties play into that. 2) She sits on the Board of the Cumberland County Extension Association and attended a kickoff at the Tidewater Farm in Falmouth. This 52 acre farm was donated to the Cooperative Extension to create an innovative public-private partnership to fund and construct a readily accessible, centrally located distance learning center in southern Maine. The Regional Learning Center will serve as an agriculturally-based training site to foster increased understanding and awareness of sustainable agriculture practices and methods, as well as promote sustainable communities and living. This is a very exciting project. Their goal is to raise \$1.4 million in new donor funds to augment a \$400,000 lead gift from the University of Maine Cooperative Extension to construct the new Regional Learning Center at Tidewater Farm. This would be a great addition to the Cumberland County region. 3) She did a ride-a-long with the Sheriff's deputy in Harspwell on the weekend which was very informative and looks forward to participating in other towns.

Commissioner Clenott asked if anyone had information on the legislative breakfast. The County Manager responded by indicating he has heard back from a few legislators and due to the response we may look at October 29th instead of October 22nd for the breakfast. There does seem to be quite a lot of interest in the legislative forum and talking about the Governor's recent proposal as well as other topics. Legislators have responded that they are interested in inviting municipal officials as well.

Chairman Feeney:

Chairman Feeney reported he will be brief. There will be a public forum at the Cumberland County Civic Center on Wednesday, September 26th at 5:30 PM. There will also be a Budget Advisory Committee meeting on Wednesday, September 26th at 4:00 PM in the Peter J. Feeney Conference Room at the Cumberland County Courthouse. The meeting will be taped.

Informational Item

Chairman Feeney asked if there were any comments from the public. Hearing none, he asked proceeded to the Action Items.

Action Items:

07 – 107 Approval, CCRC-American Red Cross Communications Contract

Chairman Feeney asked the County Manager for comments. The County Manager reported this is a contract with the Southern Maine Division of the American Red Cross that is experimental to some degree because we are not sure what the workload will be. We think it will be minimal. He concurs with this recommendation and asked Bill Holmes, Cumberland County Regional Communications Center Director, (CCRCC) to present the agenda item.

Mr. Holmes reported the American Red Cross provides emergency assistance to the citizens of Cumberland County and several surrounding counties. They currently use a private vendor for emergency dispatch service to these counties, however they would like to partner with the County of Cumberland for this service. They are requesting that the CCRCC provide after hour emergency dispatch service for nights, weekends and holidays. The Red Cross estimates that after hours call volume ranges from 2-3 calls per night to zero calls over the course of a week. Based on this very low call volume, it is not anticipated that the CCRCC would need to add any staff members to provide this valuable service to the Red Cross. However, written in the contract there will be a review of the call volume numbers for the first year and if the call volume is higher than anticipated we will discuss with the Red Cross and perhaps have a fee attached. The Red Cross has also committed to staffing the CCRCC with call takers during times of anticipated large call volume. The CCRCC staff has a built in list in their computer system of who to forward the call to at the American Red Cross. There is no fiscal impact and this would be a one year contract to the American Red Cross for emergency communications service. A discussion followed.

Commissioner Clenott made a Motion that the Commissioners provide the American Red Cross with emergency assistance call answering on nights, weekends, and holidays and within a year to be reviewed for staffing impacts. Commissioner Shaughnessy seconded the Motion. All voted unanimously.

07 – 108 Approval, Cumberland County Sheriff's Office Chaplain Hours

Chairman Feeney requested a Motion to remove this item that was Tabled at the September 10th Commissioners' meeting.

Commissioner Clenott made a Motion to remove this item from the Table. Commissioner Shaughnessy seconded the Motion. All voted unanimously.

Chairman Feeney asked the County Manager for comments. The County Manager indicated this is a good idea. With the issues we are facing at the jail requiring Reverend Jeff's attention, this is a prudent step to take. It would be funded from Commissary. He asked Captain Wayne Pike to present the agenda item.

Capt. Pike reported Reverend Jeff McIlwain started with the County in 2000. The average inmate daily population was 343. Rev. Jeff is responsible for all religious volunteers and maintains ongoing communication with the community religious groups to ensure that the jail's programs are appropriately managed. He performs 8-10 weddings per year, ensures inmates get the required books, prayer rugs and other religious materials and provides many inmates with

religious counseling and education. His annual pay is approximately \$29,000 and he receives no benefits. Currently in the State of Maine all jails have religious service provided and managed by volunteers. That is going to change in the near future. Two Bridges and York County are working on the possibility of a fulltime Chaplain and have requested our policy and procedures. The inmate population has grown 43% to an average daily population of 491. With the amount of volunteers to be managed and the rise in population it is not possible for the Chaplain to effectively provide services. With the current numbers at around 500 inmates a 10 hour increase per week should be sufficient to manage and provide beneficial services for the jail. The cost to increase the hours to 30 is \$10,148. This includes benefits and would be totally funded from the inmate commissary account. The current rate of pay would be reduced \$4.00 to \$24.65. This is an annual salary of \$38,454. The reduction in the hourly rate is because benefits will be provided. A discussion followed.

Commissioner Shaughnessy made a Motion that the Commissioners approve 10 additional hours for the Chaplain funded out of the inmate commissary with a pay rate change to \$24.65 and a benefit package added. Commissioner Clenott seconded the Motion. All voted unanimously.

07 – 109 Approval, Cumberland County Sheriff’s Office – Computers for the Learning Lab

Chairman Feeney asked the County Manager for comments. The County Manager indicated this is an important activity that we have to support. He concurs with the recommendation and asked Captain Pike to present the agenda item.

Capt. Pike reported currently they have 10 computers in the learning lab for teaching GED instructions and other tutorial classes for the education of the inmates. We also have one computer in the library used for inventory control and administrative needs. These computers are used on a daily basis and are approximately 10 years old. There are annually approximately 100 inmates participating in the GED program. They are in desperate need of replacement. The cost to replace all 10 computers plus one portable computer for the librarian and one server is approximately \$15,800. Money has been budgeted out of the commissary account. The County Budget will not be affected. The County IT Director John Joy recommends purchasing Dell computers. The cost of replacement is \$15,800. This includes one server, one portable computer for the librarian and 10 computers for the learning lab. This is through the State of Maine process. A discussion followed.

Commissioner Clenott made a Motion to replace the 10 computers in the learning lab and one for the librarian and one server for the price of \$15,800, the money will be budgeted out of the commissary account. Commissioner Shaughnessy seconded the Motion. All voted unanimously.

07 - 110 Approval, To Go To Bid for Jail Food Services

Chairman Feeney asked the County Manager for comment. The County Manager indicated the option of going to RFP is a topic that has been discussed for years. He believes with our difficult financial situation it is necessary that we explore this avenue. The RFP is based on the right reason and motivation. We are taking this one step at a time and this is not a

reflection on the good service we are receiving from the staff at the jail. Therefore, he is recommending that the Board approve this initiative. He asked Vic Labrecque, Finance Director, to present the agenda item.

Mr. Labrecque reported approximately 10 years ago, the County went to RFP to provide food services for the inmates and employees in the jail complex. Three bidders responded to the RFP, and it was decided to continue with our current employee staff to perform this function. The 2008 budget is financially very difficult. The County Manager is looking to find more effective ways of delivering services across all areas in the County. It would appear prudent to once again examine a competitive process to evaluate food costs in the jail. The current cost of food services in the jail is over \$1 million dollars (food and labor). Hopefully through a competitive bid process, the County could possibly save budget dollars in 2008. Gregg Vatulak, Food Service Manager, and his support staff answered questions and explained their cost savings. Sheriff Mark Dion and several employees spoke in support of keeping the present staff. A discussion followed.

Commissioner Clenott made a Motion that the County Commissioners approve of the County going out to bid for Jail food services. Commissioner Shaughnessy seconded the Motion. All voted NOT to go out to bid.

07 – 111 Approval, Letters to Senator Collins and Senator Snowe – To Expand the Simplified Summer Food Program Nationally for all States

Chairman Feeny asked Commissioner Shaughnessy to present the agenda item.

Commissioner Shaughnessy would like the Board to send a letter to our United States Senators to urge them to become a cosponsor of S.790, a bill to expand the Simplified Summer Food Program nationwide. This important legislation addresses the fact that nearly 30 million children participate in the National School Lunch Program each day during the school year, but less than 2 million children participate in the Summer Food Service Program during the summer months. In 2005, Maine was added to the program, along with six other states. The total now participating in the program is 26 states. The program works to support increases in participation. We know that having the Simplified Summer Food Program in Maine is an asset as we work to increase the number of sponsored sites throughout the state. Recently a survey was done in Cumberland County and it indicated there is quite a bit of hunger in the County. People are not getting adequate nutritional intake. A discussion followed.

Commissioner Shaughnessy made a Motion that the Commissions sign the letters to Senator Collins and Snowe urging them to support and cosponsor Senate Bill 790 to expand the Simplified Summer Food Program nationwide. Commissioner Clenott seconded the Motion. All voted unanimously.

Chairman Feeny asked for a Motion to add an agenda item.

Commissioner Clenott moved that we add an agenda item on the replacement copier for the Naples Sub-Station.

07 – 112 Replacement Copier for the Naples Sub-Station

Chairman Feeney asked the County Manager for comments. He indicated this is very unusual as it is something that just came up. He received a call from Genie Beaulieu, Fiscal Officer of the Sheriff's Office earlier today requesting a replacement because the copier had broken down. He concurs with the recommendation and asked Ms. Beaulieu to present the item.

Ms. Beaulieu reported the copier at the Naples sub-station, which is approximately 10 years old broke down. The Sheriff's Office needs to get a replacement copier as soon as possible as many deputies use the copier at the Naples sub-station. They are recommending the Ricoh 2020D as the replacement copier. The Sheriff's Office had included a replacement copier for the Naples sub-station in its 2008 budget, however the need is immediate. Using the State's bid pricing, the rental cost of this unit is \$77 per month for 48 months. The maintenance contract, which includes toner and staples, is priced at the State's bid of \$0.0065 per copy/print. The cost will come out of account 11-106-05-6511 (equipment rental for the Sheriff's Admin budget). A discussion followed.

Commissioner Shaughnessy made a Motion that the Commissioners adopt the 48-month rental agreement with Ikon Office Solutions, LLC for a Ricoh 2020D copier at a monthly rate of \$77 and a maintenance contract for the Ricoh 2020D at the price of \$0.0065 per copy/print to come out of account 11-106-05-6511. Commissioner Clenott seconded the Motion. All voted unanimously.

There being no further business Commissioner Clenott made a Motion to adjourn the meeting at 7:00 PM. Commissioner Shaughnessy seconded the Motion. All voted unanimously.

ATTEST:

**Barbara M. Buckley
Deputy Clerk**

The next regular Commissioners meeting will be held at 5:30 PM on Monday, October 9, 2007, in the Peter J. Feeney Conference Room, 1st floor Annex, at the Cumberland County Courthouse.