



# Cumberland County

## Board of Commissioners

### Meeting Minutes - Final

142 Federal St  
Portland, ME 04101

The Board meets on the second Monday of each month at 5:30pm in the Peter Feeney Room unless otherwise noted.

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Monday, September 9, 2024

5:30 PM

Feeney Conference Room, County  
Courthouse, 205 Newbury St,  
Portland ME 04101

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**\*Meeting will follow 5:30 PM Workshop\***

#### CALL TO ORDER

The Board of Commissioners met for their regularly scheduled meeting at the Cumberland County Courthouse in the Peter Feeney Conference Room, the meeting was called to Order by Chair James Cloutier at 6:10PM.

#### ATTENDANCE

**Present:** 4 - Commissioner Susan Witonis, Vice Chair Stephen Gorden,  
Commissioner Patricia Smith, and Chair James Cloutier

**Excused:** 1 - Commissioner Neil Jamieson

#### PLEDGE OF ALLEGIANCE

#### APPROVAL OF THE MINUTES

[CD 24-019](#) Approval of the minutes, August 12, 2024, meeting of the Board of Commissioners

*A motion was made by Commissioner Witonis, seconded by Vice Chair Gorden, that this Minutes Report be APPROVED. The motion carried by a unanimous vote.*

#### INFORMATIONAL REPORT/PRESENTATIONS

[CD 24-020](#) Informational Report - Public Health Department

Cumberland County Public Health Department members Director Liz Blackwell-Moore, Bridget O'Connor, Alexis Guy, Angela Giordano. Public Health Director Blackwell-Moore explained the role of the Public Health Department in Cumberland County which is to assess data, collaborate and convene, and prevent. Chronic Disease Prevention Program Manager Bridget O'Connor gave a summary of the Maine Prevention Network grant. The MPN Grant is a 10-year plan awarded from Maine CDC built on Health Equity. Health Equity priorities include substance use prevention, tobacco prevention and healthy eating, active living. Bridget gave an overview of the practices and approaches for their work and conditions that prevent health equity. A major component of their work includes community engagement which staff focus on priority populations that identify their own problems and staff help them identify solutions that can meet

their needs. The MPN has partnered with Portland Public Health for tobacco prevention, and Mid Coast Maine hospital that has prevention outreach efforts in Brunswick and Topsham.

Angela Giordano highlighted the substance use prevention partners and various accomplishments. Partnerships included Lake Region High School, Opportunity Alliance and Bridgeton Community Builders. Services provided include visioning, interviewing, plan of action and implementation. Alexis Guy spoke on healthy eating and active living program. Alexis highlighted program objectives, the creation of the Cumberland County Food Resources Coalition and coordination of a Youth-led Transportation Advocacy in South Portland.

*This Report was READ INTO THE RECORD.*

**COMMENTS FROM THE PUBLIC**

The Board Chair will limit comments to three (3) minutes per speaker.

There were no comments from the public.

**CONSENT AGENDA**

**Approval of the Consent Agenda**

*A motion was made by Vice Chair Gorden, seconded by Commissioner Witonis, to approve the Consent Agenda. The motion carried by the following vote:*

**Yes:** 4 - Commissioner Witonis, Vice Chair Gorden, Commissioner Smith, and Chair Cloutier

**No:** 0

**Excused:** 1 - Commissioner Jamieson

[24-084](#) Authorization for the County Manager to execute the Ninth (9th) contract amendment between Armor Medical and Cumberland County for the Jail Medical Services from July 1, 2024 - June 30, 2025.

*This Order was APPROVED.*

[24-087](#) Acceptance of the AKC Reunite Grant for the amount of \$2,250 and approval of the allocation of \$750 from our budget to purchase the drug detection Labrador Retriever.

*This Order was APPROVED.*

[24-088](#) Approval of the purchase of County issued side arms, lights, and holsters through various vendors.

*This Order was APPROVED.*

[24-089](#) Amending the Non-Union Personnel Policy

*This Order was APPROVED.*

[24-090](#) Acceptance of Cash Donations in the Amount of \$2,900.00 to the Cumberland

County Sheriff's Department for the 2024 National Night Out Event

*This Order was APPROVED.*

**NEW BUSINESS**

[24-085](#)

Authorization for the County Manager to submit the County's 2023/24 Consolidated Annual Performance Evaluation Report (CAPER) to the Department of Housing and Urban Development.

Community Development Director Courtney Kemp gave an overview of the 2023 accomplishments. Accomplishments included a Gray Village Loop walk, the completion of the Harrison Food Bank sprinkler system which services over a thousand families weekly; the Harpswell Wharf replacement; Long Island School library heat pump installation of five heat pumps; City of South Portland and City of Westbrook constructed a walking path for students; and the South Portland Land Trust Clark's Pond walkway. The walkway was constructed by members of the Appalachian Mountain Club and were hosted by the South Portland Firehouse during the construction. Projects nearing completion include South Portland Housing Authority Broadband that will serve 576 families and a series of HOME partnership projects have been completed. One project fell through in Cumberland and that funding will go toward a project in Scarborough Downs.

*A motion was made by Commissioner Witonis, seconded by Commissioner Smith, that the Order be APPROVED. The motion carried by the following vote:*

**Yes:** 4 - Commissioner Witonis, Vice Chair Gorden, Commissioner Smith, and Chair Cloutier

**No:** 0

**Excused:** 1 - Commissioner Jamieson

[24-083](#)

County Commissioner Appointment(s) to the Finance Committee for a Three Year Term starting 2024 - 2027 for the following Districts; District 2, Dustin Ward and Janice Delima; District 3, Bob Vail; and District 4, Timothy Thompson

*A motion was made by Commissioner Smith, seconded by Vice Chair Gorden, that the Appointment be APPROVED. The motion carried by the following vote:*

**Yes:** 4 - Commissioner Witonis, Vice Chair Gorden, Commissioner Smith, and Chair Cloutier

**No:** 0

**Excused:** 1 - Commissioner Jamieson

[24-086](#)

Authorization for the Sheriff's Office to submit a grant application to the Maine Recovery Council for Medically Assisted Treatment Funding.

Commissioner Smith spoke positively about the proposed grant application by the Sheriff's Office for medically assisted treatment to provide Sublocade, and hoped to see a completed application with collaboration from the Finance and Public Health departments on the October 2024 agenda. Commissioner Gordon also spoke positively about the administration of a Sublocade shot which he learned about from other Sheriff's Departments and the costs savings. It is a

good opportunity to have a recovery program that doesn't rely on a 30 day supply of pills. Commissioner Gorden added that he would like to see data of the potential costs savings of administering a shot versus administering 30 pills. Commissioner Smith added that administration of medication is a small component of recovery from addiction and would like to see what other components are part of recovery. Commissioner Witonis asked if it was even possible to have the grant application completed by October. County Manager Gailey explained that the program and supports needed for success of the grant include wraparound services and the public health department is an important part of that program success. County Manager Gailey agreed that more work on the grant is needed, development of a long term budget because grant funds are \$360,000 a year for 2 years, what happens after that. County grant parameters do not allow a program to be put in place that can't be sustained. Current treatment costs are \$600,000 - \$800,000 a year, how will that continue after 2 years and with no plan for wrap around services.

Chair Cloutier stated that not knowing the funding costs 3 years out should not prevent the Board from acting, and given the concerns mentioned, tabling the item until the next meeting agenda is the appropriate action. Deputy County Manager Alex Kimball added that there are real potential cost savings to move from twice daily pill administration to the administration of a shot that lasts 30 days. Commissioner Gordon asked if it's possible to collaborate between York and Cumberland County to work together. Deputy County Manager Alex Kimball added that research suggests reentry is hardest for those in recovery and emphasized the role of medication, Chair Cloutier agreed.

*A motion was made by Chair Cloutier, seconded by Vice Chair Gorden, that the Order be TABLED to the Board of Commissioners, due back on 10/15/2024. The motion carried by the following vote:*

**Yes:** 4 - Commissioner Witonis, Vice Chair Gorden, Commissioner Smith, and Chair Cloutier

**No:** 0

**Excused:** 1 - Commissioner Jamieson

**COMMENTS FROM THE COUNTY MANAGER**

**COMMENTS FROM THE EXECUTIVE STAFF**

Deputy County Manager Kimball shared that the medical jail expansion continues and a new floor is being poured on Wednesday. Benchmark Construction is onsite at 27 Northport and a site visit is tomorrow. He also shared that audio system bids will be received this week.

Finance Director Theresa Grover stated she completed the audit and is transitioning the County to a new credit cards. The new credit cards will improve credit card payments and adds the ability to upload receipts digitally. The Commissioners congratulated her on completing the audit.

HR Director Amy Jennings stated that she is starting a jail negotiation which are due June 30th. She is also starting negotiations with the Regional Communications Centers Union. The hiring process is continuing to be streamlined and Joe Dyer has been added to the hiring committee. There are 61 new

Corrections Officers, 35 retained, and 26 have been lost over 2 years. Retention continues to be a problem, currently there are 30 candidates in the application and hiring process and she is concerned about the trending numbers. Commissioner Smith asked about 65 candidates is that the magic number for hiring, HR Director Jennings deferred to County Manager Gailey. The influx of Federal Inmates has been helpful to the budget but not made a significant impact to the budget. Commissioner Smith observed that accepting more Federal Inmates with low employees seems challenging, County Manager explained that as pod was already open so the number of inmates does not matter.

Commissioner Smith asked about funding the corrections officers positions, Chair Cloutier reminded the Board of Commissioners that they funded 86 positions but they budgeted for 150 positions County Manager Gailey agreed that moving the state baseline funding affects the budget. Commissioner Smith asked if there would be zero based budget. Deputy County Manager Kimball said that it would be reevaluated and possibly be shifted. County Manager Gailey said the numbers would depend on the unfunded positions that include Captains and Sergeants and are going to be looked at as well. Chair Cloutier remarked on the retention strategies and suggested surveying employees about possible retention strategies. Commissioner Gordon asked how new hires were being trained, HR Director Jennings said the Sheriff's Department is conducting an inhouse five week training program and will attend the January 2025 academy, as new hires have a year from date of hire to attend the training academy. County Manager Gailey noted that field training should be expanded. Commissioner Gordon asked how to implement that type of training, Chair Cloutier suggested realign training strategies. Commissioner Witonis asked at what point should the Commissioners be involved to avoid a hiring crisis. Chair Cloutier suggested that a workshop be held.

## **COMMENTS FROM THE COUNTY COMMISSIONERS**

Commissioner Smith shared but there's an open house at the Tidewater Farm in Falmouth to showcase the Cooperative Extensions work. Commissioner Gordon stated that school has started and asked the public to watch out for children when driving. He also encouraged the public to consider getting vaccinated as Fall is approaching. He asked if staff would inform public about budgets.

**Next Meeting: Tuesday, October 15, 2024**

## **ADJOURNMENT**

The meeting was adjourned at 7:20 pm.

*A motion was made by Stephen Gordon, seconded by Patricia Smith, to ADJOURN the meeting. The motion carried by a unanimous vote.*