



Maine County Corrections Professional Standards Council

Meeting Minutes - Strategic Planning Session

Thursday June 26, 2025 9:00am

MCCA Conference Room - 4 Gabriel Drive Suite 2 Augusta

Welcome and Introductions: The meeting was called to order at 9:00am. The following council members were in attendance: Commissioner Steve Gordon, Chair, MCCA, County Administrator, Tim Curtis, MCCA, Steve French, MDOC, Sheriff Dale P. Lancaster, MSA, Sheriff Eric Samson, MSA. Council member Nathan Thayer MDOC was not in attendance. A quorum was met.

Council Clerk Mary-Anne LaMarre was present.

Amanda Campbell with Maine Municipal attended the meeting as a potential candidate to replace outgoing Council member Rebecca Graham as MMA's representative.

Additional attendees: Mitchell Boynton, DAFS, Director of Corrections Service Center, Sheriff Todd Brackett, Lincoln County, Deputy Commissioner Tony Cantillo, MDOC, Jim Cohen, Esq., MCCA lobbyist and Scott Ferguson, County Administrator

Review of Council Duties: Administrator Curtis moderated the meeting and led the Council through the list of duties required by Title 34-A Section 1210-F, which include the following: Evaluating programs specific to Inmate Transportation, MAT & Mental Health Treatment and Community Corrections. Develop rules for reporting. Develop budget recommendations and advise the MDOC Commissioner regarding rules and standards.

Some members of the Council expressed frustration with the process of rule making and adoption of standards in the past year, feeling that their input was not taken into consideration. Steve French explained that the process in late 2024 early 2025 was not done as well as it could have been and that it would be advisable to have more Council involvement in the entire process.

In addition to duties established in Title 34, the Criminal Justice and Public Safety Committee created a resolution from LD719 requiring a report from the Council by January of 2026 on the following items: Jail Audits, the reporting of Jail expenses and revenues, unfunded mandates, recommended improvements to the operation of the Council and identify future needs for state support.

These required duties are used to shape the CCPSC Work Plan.

Review/Approve Council Bylaws: The Council reviewed an updated draft of the bylaws, removing outdated items such as procedure for the first meeting, issuing certifications and fund administration. Items that were word for word in state statute were removed including the process for remote meetings. Those items were referred to by statute reference.

The group discussed quorum requirements and clarified that the Chair and Vice Chair of the Council may only come from MCCA or MSA membership. The position of secretary was changed to clerk to match the language in statute.

Motion by Sheriff Lancaster to approve the revisions to the bylaws and forward to the next meeting of the CCPSC for final adoption, seconded by Commissioner Gordon. Motion carries.

Review Work Plan

1. Community Corrections Reporting: The requirement in state statute has not changed requiring jails to identify how the funds allocated for community corrections are spent. MDOC has not been requesting this data, and jails have not been reporting. Discussion was had regarding efforts to change the legislation. It was agreed that for 2025, Counties would use the current one-page report and send to Steve French's attention in time to be included in the October 1st Report on Jails. If legislative changes are successful, the Council could update the process in the future.

2. Review Jail Standards: As mentioned during the review of duties, the Council should develop a process where their input is included in the review of any new or updated Jail Standards. Steve French produced a document that identifies 40 Jail Standards that have been adopted since 1982. In 1992, the State adopted unfunded mandate legislation. Of the 40 recent standards, Steve identified 25 that are designated as 'mandatory' and may qualify as unfunded mandates.

3. Unfunded Mandates: Steve French's thorough compilation of Jail Standards provides a template to be used to determine the costs associated with any of the potential unfunded mandates. This information needs to be included in the Council's report to CJPS in January 2026. It was the consensus of the group to have members of the MSA review and report on the fiscal impact of the 25 mandated standards identified in Steve's report.

4. Budget Preparation: Kennebec Administrator Scott Ferguson provided insights on the State Budget process. He advised that the Council begin preparing figures now to submit for the Supplemental. He recommended using the template that has been reviewed and approved by the State.

The last two meetings between the Council and DAFS have resulted in confusion, but at least the state has supplied the format for providing the data.

The group discussed the supplemental proposal and the consensus was to include all medical contract costs in addition to MAT and MH treatment costs that are outside of the medical contracts. Tim would compile and report back to the Council at the next meeting.

5. Review Audit Status: Tim shared that at least 5 of the 16 counties are not current on their general fund audits and only three jails had provided separate Jail Audits (Androscoggin, Aroostook and Two Bridges). The group discussed the purpose of separate audits and if there is someone at DAFS to review them. Mitch Boynton said ultimately the audits should be reviewed to match up with the expense and revenue figures provided in CRAS reporting.

Scott recommended that the Council should lobby for an additional staff member in DAFS to be focused specifically on Jail issues, including audits and reporting.

There is a cost associated with an independent jail audit and Tim asked Mitch what needed to be included. If all that needs to be reviewed is a schedule of jail revenues and expenses that can be included in the general fund audit at little to no cost to the Counties. Tim and Mitch will follow up and report back to the Council.

6. Develop Transportation System (HUB): Due to changes in the MDOC process of receiving inmates, the short-lived transportation hub has fallen apart. Since this is a required duty of the Council, it needs to be addressed. Deputy Commissioner Tony Cantillo provided some background for the group and will have further discussions as to how this can work to benefit some of the rural counties.

Action Items & Committee Assignments

- MSA to review mandates
- Finance Committee will prepare Supplemental budget request
- Tim & Mitch will discuss audit needs.
- Tony will follow up with MSA on transportation recommendations
- Legislative Committee will review possible changes to the following statutes: (Title 30-A §1662. County jail and regional jail reporting (Audits), Title 34-A §1210-E. County Jail Operations Fund (Community Corrections, Fund Distribution Formula), Title 34-A §1210-F. County Corrections Professional Standards Council (Terms, Advisory Role)

In addition, it was recommended that the Council clarify funding for the Clerk's position.

Motion by Sheriff Lancaster to bill MDOC for Clerk Services for the 2025/2026 fiscal year, seconded by Sheriff Samson. Motion carries. The Legislative

Long Term Planning: The group reviewed long term items provided by Commissioner Gordon including developing an updated cost of housing inmates and consideration of regionalization for new jail construction. The consensus of the group was that regionalization is necessary but difficult with 16 independent governments.

Adjourn: Meeting adjourned at 2:10pm