

NOTICE OF PUBLIC MEETING

County of Sagadahoc Commissioners
Mr. Charles E. Crosby III, Chair
Mr. Brian Hobart, Vice Chair
Ms. Carol Grose

A special meeting of the Sagadahoc County Commissioners will be held at 1:00 p.m. on Friday, May 21, 2021 via Zoom remote conferencing.

TENTATIVE AGENDA

Consideration of:

I. Call to Order, Establishment of Quorum

II. BUSINESS ITEMS

- 1. Authorization to Hire Domestic Violence Investigator
- 2. Authorization to Begin DA's Office Supervisor Position Before July 1
- 3. Authorization to Hire HR Manager
- 4. Authorization to Hire Dispatcher

III. ADJOURNMENT

1. **Authorization to Hire Domestic Violence Investigator**

Attached for your review and consideration is a request from the District Attorney for authorization to hire Mr. Marc Brunelle for the position of Domestic Violence Investigator, contingent upon the successful completion of a background check. Mr. Brunelle's anticipated start day is June 7, 2021 and his starting salary will be \$27.50, with a 3% increase upon the conclusion of a six-month probationary period. District Attorney Irving will be present on Friday to provide additional information and answer any question the Board may have.

2. **Authorization to Begin DA's Office Supervisor Position Prior to July 1, 2021**

Attached please find correspondence from District Attorney Natasha Irving requesting that Shaundra Vanella assume her duties as Office Supervisor immediately. This was originally scheduled to become effective July 1, 2021; however, the additional cost of approximately \$270 for the remainder of the fiscal year can easily be absorbed within the Department's budget. DA Irving will be in attendance on Friday to provide additional information.

3. Authorization to Hire Human Resources Manager

On Wednesday, May 12, 2021 the incoming Administrator, current Administrator and HR Director interviewed to applicants for the position of Human Resources Manager. Although both were well qualified, Mr. Post selected Amber Jones for the position. Ms. Jones is currently serving as the Town Administrator in Phippsburg, and brings a great deal of previous HR experience in the private sector. We all agreed that she will approach the position with great dedication and that she will make a long-term commitment to the County. It is therefore respectfully requested that the Commissioners authorize the hiring of Amber Jones as the new HR Manager contingent upon the successful completion of a background check. Her starting salary will be \$63,000, with an increase to \$65,000 at the end of her six-month probationary period. (This falls within the range included in the FY 2021-22 budget.) Her start date will be June 14, 2021, which coincides with the incoming Administrator's first day, and the current HR Director will be available until the end of June to assist Ms. Jones with transitional matters.

4. Authorization to Hire Dispatcher

Attached for your review and consideration is a memorandum from Interim Communications Director Mike Carter requesting authorization to rehire Mr. Chaz Chastenay to fill one of the vacant dispatch positions. Mr. Chastenay left the center approximately 8 months ago, but finds that his career goals/interests lie in the dispatching field. Because he is already trained and has successfully completed his background check, he will be able to start taking shifts on his June 7th starting date. Taking into account his previous experience as both a dispatcher and supervisor, it is recommended that his pay grade be set at the Year 4 dispatcher's step (\$22.81/hour).