Board of the Barnstable County Commissioners:
William Doherty         Present
Mary Pat Flynn          Present
Sheila R. Lyons         Present

Staff Present:
Mark Zielinski         County Administrator

The Commissioners recited the Pledge of Allegiance followed by a Moment of Silence.

I. Public Comment
None offered.

II. Strategic Plan Discussion
Mark Zielinski announced that one response to the Request for Quotes was received from Carole Ridley. He will forward the proposal to all the Commissioners to review. It was agreed that Mark and the Commissioners will meet with Ms. Ridley to discuss her proposal. The Commissioners agreed to meet Thursday, January 10th after 3:00 or Friday, January 11th after 3:00 depending on Ms. Ridley’s availability.

III. County Administrator Report
- The Commissioners and Mark discussed putting a draft together for the County’s budget policy. Once the draft is ready they would like to invite a couple members of the Assembly of Delegates Finance Committee to discuss and provide input.
- Dan Mathews, Norfolk County Administrator, called and asked Mark if Barnstable County would be interested in hosting a regional meeting in Barnstable between Counties and Legislators. The Commissioners authorized Mark to go ahead and start planning.

IV. Presentation on Emerging Human Service Trends - Beth Albert and Christine Stein, Barnstable County Department of Human Services
Beth Albert, Director, and Christine Stein, Senior Project Manager, provided a report from the Health & Human Services Advisory Council Liaison Subcommittee on Emerging Human Service Trends, Needs and Policies. Their report included the results of a questionnaire that the Advisory Council members were charged with back in August of 2012. Representatives were asked to solicit the group, network or consortia they represent to find out Emerging Trends, Needs and Policies.
Commissioner Lyons raised a question on item# 16 on the Information Technology contract with Plante and Moran. Before approving she asked Mark for a better understanding on who they are and the services they would be providing to the County. Mark responded that he had discussed with John Morse, IT Director, and felt comfortable with the contract. The contract would be for them to assist with the development of Information Technology policies specific to governing electronic records and staying HIPAA compliant. Commissioner Doherty added that John had reviewed this with them during his budget proposal and the Commissioners had approved him doing this.

Motion made by Bill Doherty to approve the Summary of Items, 2nd by Sheila Lyons, approved 3-0-0.

Motion made by Bill Doherty to approve the Minutes of December 12, 2012, 2nd by Mary Pat Flynn, approved 3-0-0.

Motion made by Bill Doherty to approve the use of the County Complex for the Making Strides Breast Cancer Walk on October 6, 2012, 2nd by Sheila Lyons, approved 3-0-0.

1) Ratified the actions of Mark Zielinski, County Administrator, for approving the accounts payable warrant of 12/5/2012 in the amount of $1,208,376.84
2) Appoint the following new members to the AmeriCorps Cape Cod Advisory Board: Ryan Burch, Natural Resources Officer, Town of Brewster Chuck Lawrence, Environmental Technology Teacher, Upper Cape Tech Regional High School
3) Authorize the County Treasurer to prepay the Commonwealth of Massachusetts/Division of Professional Licensure using fiscal year 2013 funds, in the amount of $66, to renew Sharon Rooney’s Landscape Architect License for the period of January 31, 2013 through January 31, 2014.
4) Authorized the County Treasurer to prepay ESRI in the amount of $575 for Paul Niedzwiecki, Kristy Senatori, Anne Reynolds and Phil Detjens to attend the ESRI GeoDesign Summit from January 24-25, 2013 in Redlands, California.
5) Authorized the County Treasurer to transfer funds in the amount of $120 for the Department of Human Services.
6) Approved the out-of-state travel request from Jean Roma, Director of the Cape Cod Medical Reserve Corps, to attend the Public Health Preparedness Summit on Education and Planning on best practices from March 11-15, 2013 in Atlanta, Georgia.
7) Approved the out-of-state travel request for Cape Cod Commission staff, Paul Niedzwiecki, Executive Director, Kristy Senatori, Deputy Director, Anne Reynolds, GIS Department Manager and Jay Detjens, GIS Analyst to present the Watershed MVP at the ESRI GeoDesign Summit from January 23-26, 2013 in Redlands, California.
8) Executed an Agreement between Cape Cod Commission and Consensus Building Institute to provide technical assistance for the Commission’s wastewater management program in the amount of $4,999 for the period of December 19, 2012 through February 15, 2013.
9) Executed an Agreement between Cape Cod Commission and Horsley Witten Group to provide technical assistance for the fertilizer and pesticide study in the amount of $24,750 for the period of December 19, 2012 through March 31, 2013.
10) Executed an Amendment to the Route 28 Corridor Contract between Cape Cod Commission and Town of Chatham to extend the duration of the original contract to August 31, 2013 and amend the scope of work and budget (Attachment A) to $35,000.
11) Executed a Contract Amendment between Cape Cod Commission and the University of Massachusetts Dartmouth, School for Marine Science and Technology to extend the contract period to February 28, 2013.
12) Executed a Subordination of HOME Mortgage for Roxroy and Leah Taylor.
13) Executed a Subordination of HOME Mortgage for Joanne M. Jennings.
14) Executed a Master Subordination Agreement among public lenders for the HOME-assisted Sally’s Way project in Truru.
15) Executed a Grant Agreement between Children’s Cove and the Massachusetts Children’s Alliance in the amount of $10,000 for the period of July 1, 2012 through June 30, 2013.
16) Executed a Contract between the Information Technology (IT) Department and Plante & Moran, PLLC to provide consulting services in implementing a comprehensive set of IT policies in the amount of $24,000 for the period of November 19, 2012 through November 19, 2013.
18) Executed a Grant Agreement between the Department of Health and Environment and Cape Cod Healthcare, Inc. for the Cape Cod Hoarding Task Force – Outreach Program to provide services for increased awareness, educate and collaborate with hoarding professionals and compile hoarding data in the amount of $5,000 for the period of December 1, 2012 through September 30, 2013.
19) Authorized the County Treasurer to establish a new fund in the amount of $5,000 for the Cape Cod Healthcare, Inc. Grant Award for the Cape Cod Hoarding Task Force.

Commissioners received and approved notice from the Cape Cod Commission that Kerri Murphy Driscoll has been hired for the position of Regulatory Officer II effective December 19, 2012.

Commissioners received and approved notice from the Cape Cod Commission that Anne McGuire has been promoted to Community relations Specialist effective December 17, 2012.

Commissioners received and approved notice from the Cape Cod Cooperative Extension that Susan Bourque, Nutrition Educator, has reduced hours to twenty hours per week effective December 31, 2012.
Commissioners received and approved the request from Cape Cod Cooperative Extension to reimburse Michael Maguire, Household Hazardous Waste Specialist, in the amount of $3,021 for a three credit graduate course in Public Administration taken during the Summer 2012 semester.