

**WEEKLY ACTIONS TAKEN BY THE COUNTY ADMINISTRATOR**  
**August 1<sup>st</sup> – August 7<sup>th</sup>, 2015**

**CONTRACTS**

- 1) Executed Contract between Barnstable County (Department of Health & Environment) and Sonja J. Sheasley in the amount of \$25/hour not to exceed \$4,750.00 for participating as a Tobacco Compliance Check Agent for Cape Cod Regional Tobacco Control, execution from July 15, 2015 – June 30, 2016.
- 2) Executed Contract between Barnstable County (Cape Cod Commission) and Nancy Hossfeld in the amount of \$9,995.00 for Website Content Maintenance Assistance, execution from July 1, 2015 – June 30, 2016.
- 3) Executed Contract between Barnstable County (Cape Cod Commission) and Isotrope, LLC in the amount of \$15,000.00 for Technical Assistance in the field of telecommunications and wireless communications required for an update of the CCC's Technical Bulletin and Regional Policy Plan, execution through October 31, 2015.
- 4) Executed Maintenance Agreement Extension between Barnstable County (Registry of Deeds) and IBM Corp. in the amount of \$808.05 for Service Maintenance Contract, execution from July 30, 2015 – December 31, 2015.

**PREPAY REQUESTS**

- 5) Approved the Prepayment request from Barnstable County (Cape Cod Cooperative Extension) in the amount of \$500.00 to Stop and Shop Supermarket to purchase food gift cards to support the grant-funded Family Nutrition Program.
- 6) Approved the Prepayment Authorization request from Barnstable County (Resource Development Office – AmeriCorps) in the amount of \$400.00 to Points of Light for the registration fee for Brittany Quaglieri to attend the AmeriCorps Conference: Corporation for National and Community Services in Houston, TX, execution from October 19, 2015 – October 21, 2015.
- 7) Approved the Prepayment Authorization request from Barnstable County (Resource Development Office – AmeriCorps) in the amount of \$567.00 to the Hyatt Regency Houston for the Hotel Accommodations for Brittany Quaglieri to attend the AmeriCorps Conference: Corporation for National and Community Services in Houston, TX, execution from October 19, 2015 – October 21, 2015.

8) Approved the Prepayment request from Barnstable County (Registry of Deeds) in the amount of \$808.05 to IBM Corp., for the System back-up tape drive, execution from July 30, 2015 - December 31, 2015.

9) Approved the Prepayment request from Barnstable County (Cape Cod Commission) in the amount of \$66.00 to the United States Postal Service for the P.O. Box Fee for the period of September 1, 2015 - August 31, 2016.

#### **TRANSFER REQUESTS**

10) Approved the FY16 Transfer request from Barnstable County (Resource Development Office - AmeriCorps) in the amount of \$1,595.53 to replace bunk beds and a dresser at the Wellfleet House.

#### **OUT-OF-STATE TRAVEL**

11) Approved the Out-of-State Travel request from Barnstable County (Cape Cod Cooperative Extension) for Shannon Jarbeau, Community Rating System Coordinator, paid for by the Sea Grant to attend the Community Rating System Task Force Meeting, September 15, 2015 - September 17, 2015 in Norfolk, VA as a Speaker, as well as to meet key players on the CRS Task Force to make them more familiar with the Cooperative Extension's efforts.

12) Approved the Out-of-State Travel request from Barnstable County (Cape Cod Cooperative Extension) for Shannon Jarbeau, Community Rating System Coordinator, paid for by the Sea Grant to attend the Floodplain Management Course, September 27, 2015 - October 2, 2015 in Portsmouth, NH for continuing education credits.

13) Approved the Out-of-State Travel request from Barnstable County (Cape Cod Cooperative Extension) for Diane Murphy, Fisheries and Aquaculture Specialist, in the amount of \$74.80 to attend the United States Department of Agriculture Animal and Plant Health Inspections Service Professional Development Training on August 13, 2015 in Bristol RI to give a Presentation on Cooperative Extension agent interactions between the public, regulators, and research for the Aquaculture: Mollusk and Export Training.

14) Approved the Out-of-State Travel request from Barnstable County (Cape Cod Commission) for Sharon Rooney, Chief Planner in the amount of \$595.00 to attend the Southern New England Planning Conference September 24, 2015

- September 25, 2015 in Hartford, CT to give a presentation on Regional Policy Plan tools being developed to guide the 2015 plan update.

15) Approved the Out-of-State Travel request from Barnstable County (Resource Development Office - AmeriCorps) for Brittany Quaglieri, AmeriCorps Program Specialist in the amount of \$1419.00 to attend the CNCS Conference on Volunteering and Service October 19, 2015 - October 21, 2015 in Houston, TX.

16) Approved the Out-of-State Travel request from Barnstable County (Department of Human Services) for Sheila Curtis, SHINE Regional Program Manager for Barnstable County in the amount of \$957.00 (estimated) to attend the 2015 CMS National Training Program September 1, 2015 - September 2, 2015 in Freeport, ME.

#### **NEW FUND ESTABLISHMENT**

17) Executed the Request from Barnstable County (Research Development Office) to establish a New Fund for the Cape Cod Healthcare awarded grant in the amount of \$5,000.00 to support the SHINE program.

18) Executed the Request from Barnstable County (Research Development Office) to establish a New Fund for the Cape Cod Healthcare awarded grant in the amount of \$5,000.00 to support the Behavioral Health Web Portal Project.

#### **OTHER**

19) Approved the request from Barnstable County (Cape Light Compact) to declare unused equipment as surplus.

20) Approved the request from Barnstable County (Resource Development Office) to grant Signatory Authority to Resource Officer Fran Weidman-Dahl as a backup during the absence of Darlene Johnson Morris and/or Julie Ferguson.