



## BARNSTABLE COUNTY COMMISSIONERS

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HOME RULED CHARTERED  
IN 1989

TO: Assembly of Delegates

THROUGH: Board of Regional Commissioners

FROM: Michael Brillhart, County Administration

DATE: November 18, 2014

SUBJECT: Report on Recent Actions or Activities Under the Board of Regional Commissioners

1. **Budget Packages** - budget packages for the FY2016 budget cycle were submitted to Department Directors on November 12<sup>th</sup>. Department budgets will be completed by Directors and submitted to the Finance Department on or before December 12<sup>th</sup>. The Board of Regional Commissioners will begin their FY 2016 budget discussions with departments on January 2<sup>nd</sup>.
2. **Barnstable County Citizen's Academy** - the Cape Cod Commission, through its consultants Meg Loughran and Susan French, has completed the initial study for development of a Barnstable County Citizen's Academy. The purpose of the Academy is to assist citizens gain a more comprehensive understanding of the various regional services provided by the County.
3. **Department of Human Services Behavioral Health Web Portal** - the recently constructed online "Behavioral Health Portal" prepared by the Human Services Department provides information on important behavioral health topics affecting county residents. Access to this web portal can be found on the County's homepage at: [www.barnstablecounty.org](http://www.barnstablecounty.org).
4. **Campus Planning & Space Needs Assessment** - the County Commissioners are working with staff from the Cape Cod Commission in assessing office space needs and developing options for consolidating county offices through a campus

planning process. The process may include the sale and or purchase of real property where applicable.

5. **Newly Elected County Officials Workshop** - as a means to informally introduce and engage newly elected county officials, the County Commissioners are planning a "Newly Elected County Officials Workshop" on December 3<sup>rd</sup> at the ~~Hidden Arts Center at Cape Cod community college~~. John Giorgio, an attorney specializing in local government law from the Boston law firm Kopelman and Page, will present a brief overview on the roles of county officials as referenced within Massachusetts General Law.
6. **Succession Planning** - as part of the "2014 – 2018 Strategic Plan" prepared by Ripley Associates and adopted by the Board, it was recommended that the County create a succession planning framework specific to department directors. A Succession Planning Oversight Committee was formed to develop a succession planning process and accompanying Report. The Committee will present its findings and recommendations to the Board of Regional Commissioners at its December 3<sup>rd</sup> meeting.
7. **Annual Report for Fiscal Year 2014** - staff has completed its preparation of the "Barnstable County Annual Report for Fiscal Year 2014". This mandated Report provides a summary on the operational and fiduciary activities of the County Commissioners along with the Barnstable County Treasurer's Report for FY2014.
8. **Employee Classification Update Study** - an update to the current Employees Classification Plan is underway with MMA Consulting Group Inc. The last Classification Study was completed in 1998.
9. **Bond for Capital Projects** - during the current fiscal year budget process, over \$2.85 million in needed capital projects were identified for implementation in FY15. The revenue source adopted within the budget to fund these improvements is "Bond Revenue". County finance staff is working with bond counsel and its fiscal agent on the bond issuance process.
10. **Employee Contracts** - Commissioners approved a contract with Mr. Bob Lawton to serve as an Interim Director of Finance and a contract extension through the end of FY15 with Michael Brillhart as County Administrator.