**Dukes County Commissioners**

**Minutes**

**Wednesday, January 2, 2019**

**4:00pm**

Dukes County Administration Building

9 Airport Road, Edgartown, MA

**Dukes County Commissioners Present:** Gretchen Tucker-Underwood—Chair, Tristan Israel—Vice Chair, Keith Chatinover, John Cahill, John Alley, Leon Brathwaite and Christine Todd

**Other County Officials Present:** Martina Thornton—Dukes County Manager, Connie Andrade – Asst. to the County Manager, Marc Hanover--Representative to the Steamship Authority Board

**Others Present:** Joanie Ames—MVTV, Mark Lovewell—Vineyard Gazette, Rich Saltzberg—MV Times, Holly Mackenzie, Carla Cooper, Marie Meyer-Barton and Beth O’Connor

**Swearing in of County Commissioners:**

The commissioners-elect Keith Chatinover and John Cahill were sworn in as Dukes County Commissioners for a two-year term. The remaining incumbent members of the DCC will be sworn in by George Davis at the meeting in February.

**Vote for Chair, Vice Chair:**

**Leon/Christine made a motion to nominate Gretchen Tucker-Underwood to the position of Chairman of the Dukes County Commission. So voted. All in favor. Motion carries.**

**Leon/Christine made a motion to nominate Tristan Israel to the position of Vice Chair of the Dukes County Commission. So voted. Motion carries.**

**Minutes:**

There were no minutes presented for approval.

**Steamship Authority Update:**

Marc Hanover gave an update on the independent review of the Steamship Authority (see file). A discussion was held. The report that was published gave an overall negative review of the Steamship Authority (SSA) operations and made several suggestions for organizational improvements including to hire a general manager, a director of marine operations and a director of shoreside operations. Marc also said that immediate priorities for the SSA are to fill the position of Treasurer, Human Resources and Port Captain. Marc said the SSA board will be having a roundtable discussion on February 6th. The members of the DCC expressed concern about the seeming lack of preparedness on the part of the SSA to deal with maintenance issues like those that occurred last winter. They also expressed concern that the SSA hasn’t made communication a higher priority. Keith said that he believes that more information and documentation needs to be made available to the public. Tristan said that a presentation on the island needs to be held before the roundtable and Marc agreed that this would happen. Christine asked about the status of the Woods Hole terminal building and the public concerns about the design. Marc said they are working with the individuals who had concerns to address the issues. Christine applauded the SSA for now carrying Narcan on board of all vessels and noted that recently Narcan was used to save the life of an individual who overdosed on the ferry.

**Proposed Dukes County Personnel Board Bylaw Changes:**

The Chair opened the public hearing at 4:30PM on the proposed County Personnel Bylaw amendments. Martina presented the proposed changes to the County Personnel Bylaws (see file):

1. There is a proposed change to allow part-time regular employees who work less than 20 hours a week to be eligible for benefit pay. They will be eligible for sick and vacation time at a pro-rated rate based on the number of hours worked in a week. Currently, part-time regular employees are not eligible for benefit pay (other than the State mandated sick pay).
2. There is a proposed change to allow sick time and vacation time to count towards a forty hour work week in the calculation of overtime pay. Currently, an employee is not eligible for overtime pay if they have used sick or vacation time within that week.
3. In cases where more than forty hours are worked in a week, there is a proposed change to implement an agreement between the department head and the employee to accept compensatory pay instead of overtime pay. If the employee does not agree then the County must pay the employee overtime pay. An employee may not accrue more than 40 hours of compensatory time. Currently, the County uses compensatory pay at a rate of 1.5 times to compensate employees for overtime hours. For the most part this has been agreeable to the employees and helps to keep the budget balanced.

There were no comments or questions from the public. The Chair closed the public hearing at 4:50PM. The regular DCC meeting went back into session.

**Tristan/Christine made a motion approve the proposed changes to the County Personnel Bylaws as presented. So voted. Gretchen, yes. Tristan, yes. Keith, yes. John C., abstains. John A., No. Leon, yes. Christine, yes. Motion carries.**

**Tristan/Keith made a motion to ask the County Personnel Board to provide recommendations for the Department heads that are not covered under the compensatory time policy. So voted. Gretchen, yes. Tristan, yes. Keith, yes. John C., yes. John A., no. Leon, yes. Christine, yes. Motion carries.**

Martina said that the Personnel Board is still looking for a fifth member. Tristan asked Martina to reach out to the Airport again. Martina said she will and she will also advertise it with the County appointments in the paper.

**Dukes County Commission 2019 Meeting Calendar:**

The 2019 Meeting schedule was reviewed and discussed (see file). The DCC agreed to move the July 3rd meeting to June 26th and the November 6th meeting to October 30th.

**Christine/John made a motion to approve 2019 Meeting Calendar as amended. So voted. All in favor. Motion carries.**

**2019 Appointment Schedule:**

Martina said that she will advertise the appointments in the papers next week. The deadline will be February 1st and interviews will take place February 6th. Appointments will be made March 6th. Gretchen asked that the Commissioners send their interview questions to her before February 6th. Keith said that the Commissioners should have a better approach to getting the word out to the public about the appointments. He suggested also issuing a letter to the Editor and agreed to draft it on behalf of the DCC. He also asked if an appointment calendar could be made to make it easier to understand when the appointments are. Martina said that she has already started this and will share it with the DCC. Leon asked if the County is advertising incumbent positions and the Board agreed that all appointments should be advertised. The Board agreed that a committee should be formed to discuss ways to improve communication to the public. This committee has the following members: Keith Chatinover, John Cahill and Christine Todd. They will convene and come back to the full board in March with ideas for discussion.

**Proclamation School Choice:**

The Commissioners all agreed that they do not support this proclamation. No action was taken.

**Evaluation of County Manager:**

Gretchen said that a committee needs to be formed to spearhead this process. Tristan volunteered to do this. The evaluation forms will be distributed to the members of the DCC, Department heads and Town administrators. Feedback is due by February 15th.

**Manager’s Report:**

Martina said that the lift has been installed at the courthouse and she is waiting for one additional part to be installed and then an inspection to follow.

Martina said that she has submitted the warrant articles to the Towns for the FY2020 budget with the 5% administration fee added to the health and human service agency budgets. She will be scheduling times to go to the Town Finance Committees and answer questions.

**Other Business:**

Christine reported that they have been collecting suicide and overdose statistics as part of her work on the Dukes County Health Council. She reported the following statistics to bring awareness that the issue is becoming worse:

2017: 1 suicide, 4 alcohol related, 3 opiate overdoses

2018: 4 suicide, 3 or 4 alcohol related, 9 overdoses

**Tristan/Christine made a motion to adjourn. So voted. All in favor. Motion carries.**

**The DCC meeting was adjourned at 5:18pm.**

**Certified by:**

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T. George Davis, Clerk of Courts

**Documents presented at the meeting and part of the official record:**

* Agenda
* County Commissioners Meeting Schedule 2019
* 2019 Appointments
* Email with School Choice Proclamation language