

Budget Review Committee
Meeting Minutes
1/19/2023

Members Present: Representatives Bogert, Bean, Bordes, Coker, O'Hara.

Also present: Debra Shackett, County Administrator; Lori Sharp, Finance Director & Commissioner Hodges

Absent: Representatives Harvey-Boulia, Huot

1:00 – The group voted to make Rep Bogert Chairman, Mike Bordes Vice Chair, and Matt Coker Clerk.

They began with a general overview of the reports and discussion of how wages & benefits are calculated throughout the budget.

They considered all items in the Convention section and agreed with the Commission recommendation. They proceeded through the County Administration section. Making the following recommendations:

- Separate dental insurance and show on it's own line.
- County should contribute 90% of a single person premium to be consistent with health insurance.
- Eliminate longevity gifts from Employee Recognition line.
- Reduce printing to \$350.
- Reduce Dues & Subscriptions based on actual NHAC invoice being received.
- Reduce Meeting Recording to actual cost of \$2000.
- Eliminate attendance at NHAC Annual Conference from Professional Development.

This resulted in a total for County Administration of \$430,671.

2:00 Met with Jon Bossey, Facilities Director to review the Maintenance Budget.

The following recommendations were made:

- Separate dental insurance
- Eliminate contracted cleaning service.
- Reduce Electricity to \$130,000
- Reduce Grounds & Landscaping to \$6500.
- Reduce General Operating Supplies to \$8000.
- Eliminate New Equipment request and move new lawn mowers to ARPA funding.
- Reduce Building Improvements to \$34,000, moving key fob system to ARPA funding.
- Reduce Other Improvements to \$1875 because the parking lot project has been encumbered from prior year.

The resulting total was \$835,400.

3:00 – The Committee met with Superintendent Cunningham to review the Corrections budget.

They made the following recommendations:

- Reduce Sick Bonus to actual cost of \$667.
- Separate dental insurance from health insurance line.

- Reduce Temporary Inmate Housing by half to \$2500.
- Reduce Dietary Services to \$200,000.
- Reduce CORE Supplies to \$1000.
- Reduce Program Costs to \$9000.
- Reduce Training to \$14,500.
- Reduce Travel to \$3000.

The total recommendation for Corrections was \$5,596,563.

The meeting was adjourned at 4:30 pm.

Representative Coker, Clerk