

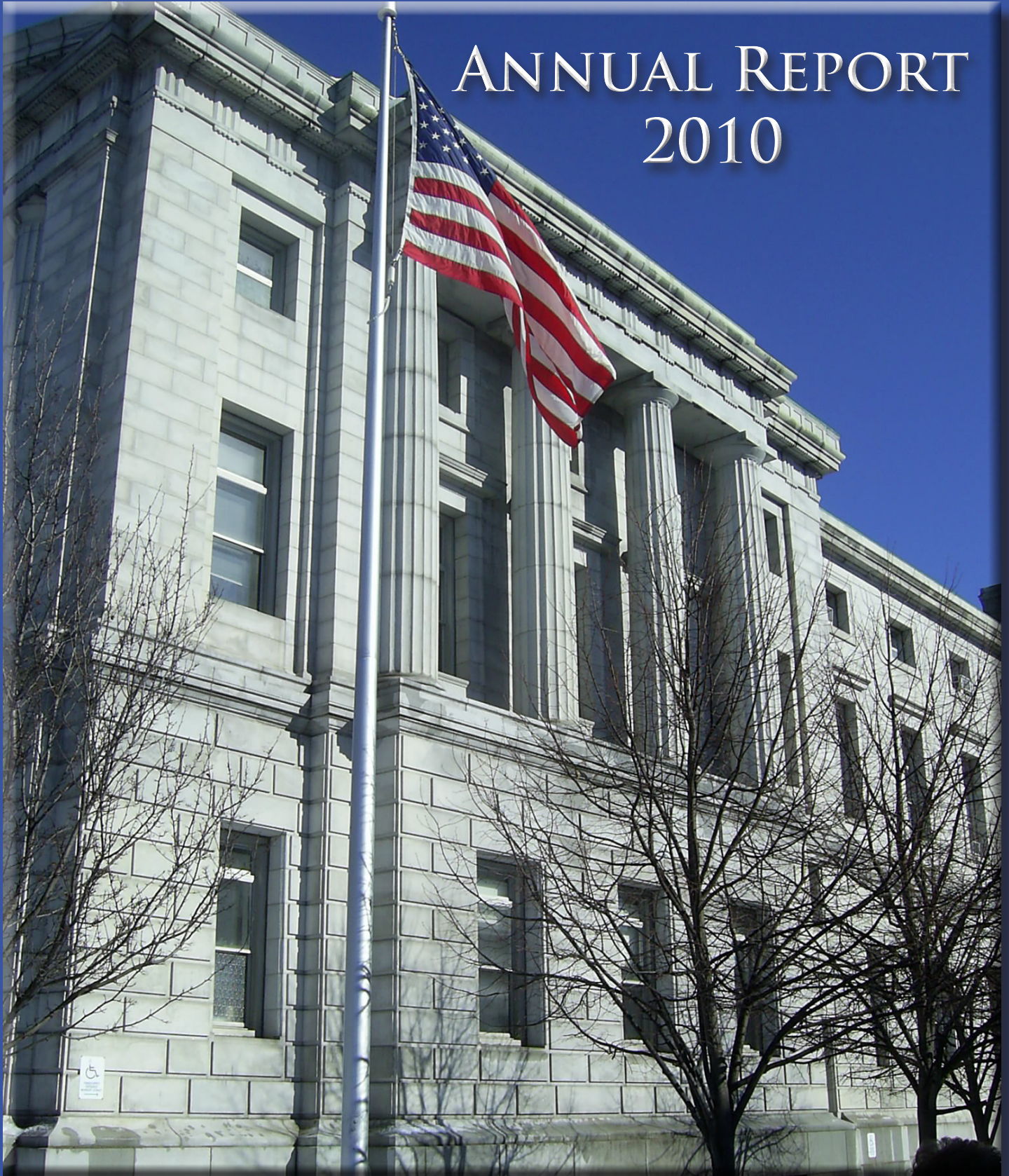
# CUMBERLAND COUNTY MAINE





# CUMBERLAND COUNTY MAINE

ANNUAL REPORT  
2010





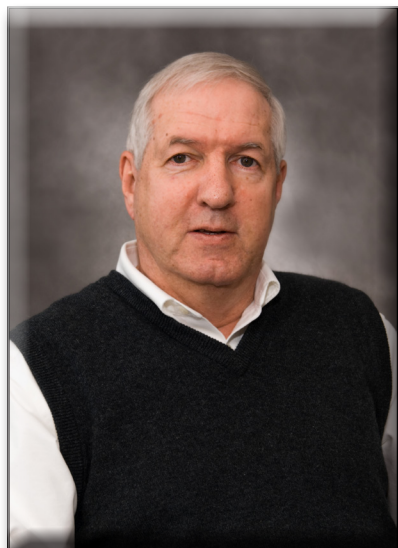
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# Information Technology Department

*John Joy, Director*



2010 was a very busy year for the IT Department. In addition to the daily tasks of maintaining the highest quality of service for our 3 campuses, our IT Staff made great strides in updating our existing equipment, finding more efficient ways to do daily tasks and continue to further their

education to meet today's demanding IT needs. The following is a small sample list of the items that we completed over the year:

- Installed Justware - a new crimes management system for the District Attorney's office.
- Added a new high-speed backbone infrastructure in between the three campuses of Cumberland County Government. This added increased functionality for all of our locations, including the Jail and our Regional Communications Center.
- Increased our internet connections at each campus and added a new connection to the Jail.
- Installed new drivers license scanners and gps systems for the CCSO Patrol Deputies.

## **Training**

In 2010, Aaron Gilpatric & John Moran attended a week long training for Spillman Software. Aaron Gilpatric, John Joy and John Moran received Spillman Systems Administration Certifications as well. John Moran also took a Guidance Software EnCE certification, Comptia Security+, and received his CCNA certification. Angela Berube-Gray received certification for Social Media and Open Government - Legal & Policy Symposium and completed 6 hours of Spillman User Training. Angela completed a CCNA class as well. Jason Leveille earned his certification for Justware System Administrator.



*A Typical Switch Room*

## **Awards & Recognition**

In addition to the hard work and dedication throughout the year, our team had several awards and honors bestowed upon them.

John Moran received the Administrative Award of Merit from the Cumberland County Sheriff's Office for developing new software for use in the Emergency Services Unit. This software is a type of incident command center the ESU team uses when called out to a crime scene.

Angela Berube-Gray received a certificate of appreciation from the Cumberland County Animal Response Team for her assistance with their website and other print marketing materials. Angela also was nominated for a Cumberland County ACE award for above-and-beyond help with the Sheriff's Office on their 2009 Annual Report. From this nomination, Angela was also chosen as the Cumberland County Employee of the Year.



## Facilities Department

**Bruce Tarbox, Director**



On behalf of all employees in the Facilities Department, I am pleased to offer this report. I express my appreciation to the dedication and professionalism of my staff.

The facilities department is responsible for the maintenance

and improvement of Cumberland County government's physical infrastructure, which consists mainly of the following facilities:

- Courthouse Complex - 228,950 sq. ft.
- The 338 vehicle spaces Cumberland County Parking Garage
- Cumberland County Parking Lot - 44 spaces
- Surface Lot adjacent to garage - 9 spaces
- The Cumberland County Jail - 142,000 sq. ft.
- The Law Enforcement Center (LEC) - 11,800 sq. ft.
- The Community Corrections Center (CCC) - 10,000 sq. ft.
- Emergency Management Agency (EMA) - 7,000 sq. ft.
- Communications Center (RCC) - 6,600 sq. ft.

These county owned facilities consist of seven buildings in six different locations including Windham. The Facilities Department also maintains the county's fleet of 100 vehicles, several storage buildings, parking lots and grounds including sidewalks and entranceways.

The Facilities Department also assists with the communication and data requirements of the County District Attorney's and Sheriff's offices in communities such as Bath, Brunswick, Bridgton, Standish and Gray.

### Highlights for 2010:

- Two employee entrances were created for better security in the Courthouse, allowing

for a special employee entrance.

- Began a multi-year program for structural steel and miscellaneous concrete repairs in the parking garage.
- Removed and replaced stairs in its entirety and repaired stair treads to the second set of stairs.
- Installed 2 double Vulcan convection ovens at the jail.
- Replaced carpet in Probate.
- Installed new metal security ceiling system and painted the holding areas in the sallyport located in the new section of the courthouse.
- Installed a new granite sign on the lawn at the courthouse following all requirements designed by the City of Portland Historical Committee.
- Corrected drainage in the basement of the courthouse.
- A new evidence room was created at the Emergency Management Agency bunker which includes security door access and phone and data lines.

The following were funded through the reimbursement program with the state:

- The Supreme Courtroom was completely restored. This includes the hardwood floors, carpet, benches, tables, chairs and a new witness stand.
- Complete ADA renovation work was done in specific bathrooms
- Doors in Courtrooms 2,3,4,8 & 10 were renovated to make them ADA compliant.
- Countertops in 9 courtrooms and 11 bathrooms were restored with a solid surface.
- Replaced outdated cameras on the exterior of the building.
- The HVAC system in the Law Clerks office was upgraded to maintain better control of the heating and cooling system.
- Carpet was installed in identified high traffic areas on the ground floor adjacent to the District Court.
- A new handicap lift was installed at the newly renovated entrances at the courthouse.





Dear Citizens of Cumberland County:

On behalf of the Cumberland County Board of Commissioners, Richard Feeney, Chair Malory Shaughnessy, and James Cloutier, I am pleased to present our 2010 Annual Report in accordance with the provisions of Title 30-MRSA, Section 952. This report is intended to provide the reader with a better understanding of the many services of Cumberland County Government.

Our mission statement reads: “The County of Cumberland is committed to providing quality services to all citizens equitably, in a responsive and caring manner”. In 2010, we continued to seek new ways to be a more efficient form of government, and to find better ways to serve our citizens. We have become involved with State and Federal issues impacting our county, researched potential new methods of doing business, and continually provide essential services to the taxpayers.

The following pages will provide you with a brief understanding of each department within Cumberland County Government, and their activity for 2010. Several departments also produce their own detailed annual report. We encourage you to go to our website at [www.cumberlandcounty.org](http://www.cumberlandcounty.org) to see some of what we do at Cumberland County Government.

Sincerely,

A handwritten signature in blue ink that reads "Peter Crichton". The signature is written in a cursive, flowing style.

Peter Crichton  
County Manager



## History

The County of Cumberland was incorporated in 1760, named after William, Duke of Cumberland, son of King George II.

The county is comprised of three cities: Portland, South Portland, and Westbrook and twenty-five towns: Baldwin, Bridgton, Brunswick, Cape Elizabeth, Casco, Cumberland, Falmouth, Freeport, Frye Island, Gorham, Gray, Harpswell, Harrison, Long Island, Naples, New Gloucester, North Yarmouth, Pownal, Raymond, Scarborough, Sebago, Standish, Windham, and Yarmouth. The City of Portland is the county seat.

The area of the County is 853 square miles. The population as of December 2010 is 281,674.

## County Commissioners

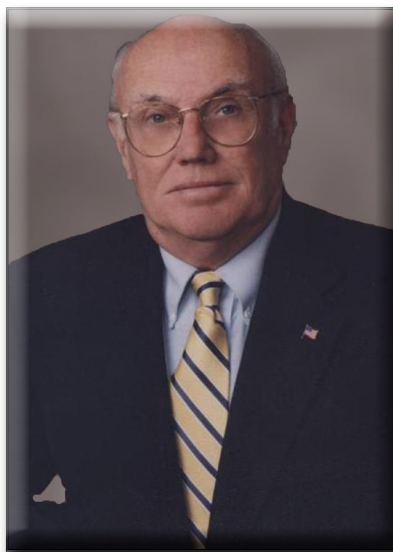
The three commissioners are the chief elected officials of the county. Their primary role involves the approval of the county budget. This process allows the commissioners to assess county operations for both efficiency and effectiveness.

The commissioners establish these priorities when they levy a county tax on the towns and cities which are part of Cumberland County. The commissioners also provide representation on numerous boards and committees in furthering the goal of interagency cooperation.

In 2010, voters in Cumberland County approved a first-ever charter for the county. The charter was drafted over the course of two years by a Charter Commission created in 2008 that had 6 members elected by the public and 3 members appointed by the County Commissioners. A charter is the defining document of how a body of government organizes itself, select officers, officials and employees, and established departments, agencies and boards. By voting for the charter, the number of districts and County Commissioners increased from 3 to 5 starting with the November 2011 election.



**District 1**  
**James P. Cloutier**  
**871-8380**



**District 2**  
**Richard J. Feeney**  
**871-8380**



**District 3**  
**Susan E. Witonas**  
**871-8380**



### **Evidence Technician**

In 2010, the Evidence Technician received 2,907 articles of evidence/property, which is a 44% increase over 2009. Included with these articles were 176 work orders requesting some form of forensic processing.

### **Assigned Cases By Month:**

The Cumberland County Sheriffs Office Criminal Investigation Division had an average monthly caseload of 72 cases. May, June and September were the busiest months involving the highest caseload assigned to detectives in 2010. The busiest months generally coincide with the seasonal population growth that our County experiences during the summer.

### **Civil Division**

During 2010, the Civil Division received 10,651 process papers for service. The staff successfully served 8,462 papers.

### **Fugitive 5K Run**

On August 28th, 2010, the Sheriff's Office held its second annual 5-K Fugitive Run in Gorham. As a result of the 5K Run, more than \$1,900.00 were donated in support of Family Crisis Services (FCS), a domestic violence project which serves victims and survivors in Cumberland and Sagadahoc Counties.

### **Jail**

The Cumberland County Jail is the state's only adult detention facility to have achieved accreditation from the American Correctional Association and the Commission on Correctional Health Care on three distinct audit cycles. Our staff has also met stringent standards established by the US Marshal's Service and the Immigration Customs Enforcement agency as they apply to the incarceration of Federal detainees.

With an authorized strength of 192 corrections officers, the jail functions as a full service correctional facility housing minimum, medium and maximum security offenders. Under an agreement with the Maine Board of Corrections, the jail is also responsible for the care, custody and control of state prisoners assigned to the facility for the last two years of their sentence.

### **Community Corrections Program**

The Community Service Program provides work to non-profit agencies, municipalities and County government. The Sheriff's Office provides the labor and supervision, and the agency/municipality provides the materials and equipment needed to complete a wide variety of projects for the community. The work is much appreciated by these entities, as they continue to struggle with a recovering economy. Below is a list of the communities we've worked with in 2010, the hours spent within each community, and the savings generated for each.

### **Total number of hours per community for 2010:**

<b>Town</b>	<b>Hours</b>	<b>Savings to Community</b>
Portland	1,915	\$22,444
South Portland	718	\$8,415
Cumberland	1,122	\$13,150
Freeport	700	\$8,204
Pownal	324	\$3,797
Gray	300	\$3,516
Raymond	54	\$633
Cumberland County	252	\$2,953
Casco (Camp Sunshine)	546	\$6,399
Naples	18	\$211
Brunswick	108	\$1,266
Cape Elizabeth	90	\$1,055
Standish	174	\$2,039
Special Olympics	176	\$2,063
Jail Grounds	3,408	\$29,942
Law Enforcement Center/Jail Lobby	4,360	\$51,099
Various Jail/Law Enforcement Center Projects	1,342	\$15,728
EcoMaine	6,240	\$73,133
Goodwill Industries	7,800	\$91,416
Portland Parks & Rec	2,400	\$28,128
<b>Total Cost Savings</b>		<b>\$375,622</b>



## Sheriff's Office

### Sheriff Kevin J. Joyce



I am truly honored to have been elected as the 50th Sheriff of Cumberland County, in the year that Cumberland County celebrated its 250th anniversary.

The Cumberland County Sheriff's Office saw the retirement of

Sheriff Mark N. Dion and Lt. Charles "Richard" Elliott. Sheriff Dion served 3 four year terms with the Sheriff's Office and brought the agency into the 21st century through his vision and leadership. Lt. "Dick" Elliott retired in July after serving the citizens of Cumberland County for 44 years.

Some of the initiatives that the Cumberland County Sheriff's Office undertook during the past year were as follows:

- Re-accreditation of the Cumberland County Jail, where the jail received a score of 98.8%.
- Re-designed evidence room at the Law Enforcement Center to include a new cataloguing system utilizing bar code scanning for evidence accountability.
- Built a new off-site temporary evidence storage room at the Cumberland County Emergency Management Agency, so that patrol deputies don't have to drive into the Law Enforcement Center every time they take custody of evidence.
- Developed a new educational program, utilizing the existing Fatal Experience drunk driver simulator to show the dangers of texting while driving.

As Sheriff, I am determined that the Cumberland County Sheriff's Office will become known throughout the state as an organization of excellence.

-Sheriff Kevin J. Joyce

### Patrol Unit

Patrol Deputies responded to 35,482 calls for service in 2010. The Division is made up of 1 Captain, 2 Lieutenants, 5 Sergeants, 28 Patrol Deputies and 2 Marine Patrol Deputies.

Thirteen municipalities in Cumberland County have established local police departments. The Cumberland County Sheriff's Office provides police services for the other fourteen (14) communities. The Sheriff's Office is responsible for patrolling 853 square miles within the county.

### Dive Team

The personnel assigned to the team strive to be prepared for any underwater emergency or investigation in, but not limited to, the waters of Cumberland County. Three of the divers have completed their Master Diver Certification. The team responded to 7 events in 2010.

### K-9 Unit

The agency has three K-9 teams which were responsible for 11 arrests, 26 drug seizures and 3 evidence recoveries for a total of 159 calls for service. The deputies and their K-9 partners provided assistance to 13 municipal police departments, 3 different sheriff's offices, state police and three federal law enforcement agencies.

### Emergency Services Unit

The Emergency Services Unit is a specialized group of deputies with advanced training in tactical maneuvers to contain, negotiate and resolve situations which are considered high risk. The ESU Team was deployed on 3 occasions, which included 1 deployment for barricaded subjects and 2 deployments for high-risk warrants.

### Accident Reconstruction Team

The Cumberland County Sheriff's Office Accident Reconstruction Team is comprised of three deputies specifically trained as experts in accident reconstruction. The team was assigned to investigate 29 accidents involving 11 fatal crashes. The team assisted four other police agencies in the investigation of major crashes in their respective communities.



## Executive Office

These executive positions are under the office of the County Manager. The Manager coordinates the budget process with the assistance of the Assistant County Manager, HR Director and Finance Director.

The County Manager provides the Commission with administration oversight of the operation and costs associated with the various service components of county government. The manager is also involved in collaborating with municipalities on opportunities to provide services more cost efficiently and effectively.

Bill Whitten, Assistant County Manager, is responsible for assisting the county manager in various aspects of county management. He also is the legislative liason for the Cumberland County Region in both Augusta and Washington, DC. He also serves as the County Economic Development and Information Director.

The Human Resources Department is responsible for recruiting and retaining the best employees for Cumberland County Government. The three Human Resources staff administers the wage and benefit program of 400 employees. The Department is responsible for the interpretation and administration of 5 collective bargaining agreements, along with the non union policies and administrative regulations. We are committed to building confidence, respect and contentment in our employees by providing employee assistance, wellness activities, blood drives, and health education programs.

The Finance Department prepares the annual budget and maintains all accounting functions for the County's \$40 million budget, including accounts payable, accounts receivable and payroll. The department has received national recognition annually for its governmental accounting paractices. For a copy of the complete budget, please go to [www.cumberlandcounty.org/finance](http://www.cumberlandcounty.org/finance) and download the 2010 Budget.



**County Manager**  
**Peter Crichton**  
**871-8380**



**Assistant County  
Manager**  
**William Whitten**  
**871-8380**



**HR Director**  
**Wanda Petersen**  
**871-8380**



**Finance Director**  
**Vic Labrecque**  
**774-1444**

## Community Development

**Aaron Shapiro, Director**



The Community Development program, beginning its fifth program year is now well established as a valuable ongoing initiative of Cumberland County government. The partnership with our communities begun in 2006 has continued to expand, evolve, and strengthen.

### Highlights of the year:

1. Cumberland County received its 4th allocation of HUD CDBG program funds as an "entitlement jurisdiction". The year's allocation of \$1,848,093 is used for community development projects and programs. Our two "set-aside" communities (Bridgton & South Portland) receive an annual allocation, with the remaining 23 member communities applying for funds through a competitive application process.
2. Grants were awarded in June 2010 for community based and region-wide projects:
  - Alpha One - Critical Access Ramps - \$50,000
  - Freeport - Renovations to Community Services Building - \$125,000
  - Gorham - Village Sidewalk Improvements - \$150,000
  - Regional Housing Rehabilitation - PROP - \$100,000
  - Sebago - Weatherization for Elderly Homeowners - \$25,000
  - Sebago - Handicap Accessibility at Town Office - \$8,000
  - Westbrook - Westcott Community Center Energy Efficiency Improvements - \$212,400
  - Westbrook - Grange Hall Rehabilitation - \$20,344
  - Yarmouth - Elderly Housing Community Center Expansion/Renovation - \$165,000
  - GPCOG - Global Engagement Plan - \$27,500
  - Gray - Monument Square Planning - \$20,000

- New Gloucester - Water Line Planning - \$4,500
  - Sebago - School Reuse Study - \$10,000
  - Town of Bridgton - Set Aside Grant - \$240,738
    - Sewer System Inflow, Infiltration Control;
    - Downtown Façade Improvements;
    - Downtown Pocket Park
  - City of South Portland - Set-Aside Grant - \$534,974
    - Housing Programs;
    - Park Improvements;
    - Knightville Sidewalks;
    - Public Services
3. Among projects completed during the year, highlights include: Harpswell - Road at Benequist Way Affordable Housing Sub-division; Harrison - Basketball Court at Crystal Lake Park; Naples - Bath House at Town Beach; Standish (Steep Falls) - Playground on Mill Street; Sebago - Food Pantry, Clothing Bank & Warming Facility; South Portland - Gazebo at Mill Creek Park
  4. Grantees for the 2011 competition were selected in the spring of 2011. Our CDBG allocation for 2011 will be \$1,543,926.
  5. David Morton, Casco Town Manager has served as Chair of the program's Municipal Oversight Committee (MOC) from September '09 to the present. The MOC is the assembly of all 25 participating communities providing policy guidance to the program.



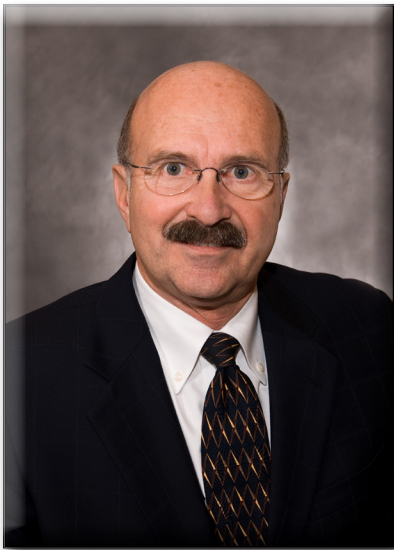
*Westbrook Grange Hall Rehabilitation In Progress*



## Registry of Probate

**Hon. Joseph Mazziotti**

**John B. O'Brien, Register of Probate**



We were pleased to continue the smooth operation of the office, providing the excellent customer service of which we are so proud. There was a slight decrease over 2009 in the total number of new cases filed. We received a total of 1,693 new filings, including 1,035 formal and informal estates and related matters, 123 guardianships of minor children, 136 guardianships of incapacitated adults, 185 adult name changes, 68 minor name changes, and 146 adoptions. Every municipality in the County is represented in

proportion to their population in these totals.

The Cumberland County Registry of Probate is serving as one of two counties statewide involved in a pilot program under the Guardianship Task Force. The goal of the program is to consider alternatives to full guardianship of incapacitated adults. A revised Court Visitor form has been developed, seeking to elicit information that will assist the Judge in determining whether full guardianship is necessary, or if there are ways of meeting the needs of a protected person that are less restrictive. The Task Force has applied for a grant that will enable it to implement in depth training procedures for Court Visitors.

Judge Mazziotti has been active serving on the Probate and Trust Law Advisory Committee, a statewide committee comprised of judges and lawyers charged with reviewing probate policies and procedures and making recommendations to achieve greater consistency and uniformity among the Counties. Another statewide Committee is reviewing forms, fees, and is developing a procedure for electronic filing of probate petitions. As one of the counties chosen to pilot this new program, we will probably begin electronic filing sometime in 2011.

The probate staff consists of elected officials Joseph R. Mazziotti, Judge of Probate and John B. O'Brien, Register of Probate. Barbara Gauditz is the Deputy Register. Judith Lavoie is the Legal Secretary who coordinates the Judge's schedule and court calendar and processes adoption and name change petitions. Clerks Martha Hughes, Heather Sheerin and Jeff Kimball share the work of processing formal and informal estates, claims against estates, closing statements, guardianship and conservatorship petitions, and the numerous requests for certified copies of wills and various other documents.



## Regional Communications Center

*William Holmes, Director*



On behalf of the staff members of the CCRCC I am pleased to present you with a brief synopsis of the 2010 activity at the CCRCC. As always, I appreciate the job that the CCRCC staff members do for our public safety agencies and citizens of Cumberland County and I am very proud to serve as their

Director.

Each of us appreciate the opportunity to serve the citizens of Cumberland County One of the most significant developments in 2010 was our partnership with the Town of Windham. We welcome Windham aboard the CCRCC and look forward to working together for many years to come.

Another significant development in 2010 was the Commissioners approval of a Deputy Director position. This position is responsible for preparing the CCRCC for Quality Assurance to our law enforcement and fire calls and organizing our training program.

In 2010, staff members of the CCRCC continued to travel to many of our communities to teach our 9-1-1 Hero program to children ages 5-8 and to our senior citizen groups. In addition, we continue to serve the citizens throughout Cumberland County each day by calling seniors in our communities who are members of our 9-1-1 TEAM. These members are usually seniors who live alone and desire an assurance telephone call each morning. We would especially like to extend a huge thank you to each of the volunteers who come to the CCRCC in the morning to make these important calls.

## Registry of Deeds

*Pamela E. Lovley,  
Register of Deeds*



In February of this year, the Registry introduced an updated, enhanced version of our website. Our customers have been very pleased to be able to search documents or plans for free and then be able to view the document or plan for free. Copies of these records are

available at the price per copy as specified on our fee schedule. The website address is the same - [www.mainelandrecords.com](http://www.mainelandrecords.com).

The Maine Revenue Service is planning to roll out it's first ever electronic Real Estate Transfer Tax Declaration form. The benefits of electronic filing of this form is to provide a fast, convenient paperless process to complete and file Real Estate Transfer Tax Declarations, it will facilitate complete and correct forms and will provide faster access to records by Registries, Municipalities, Maine Revenue Services staff and the public. Cumberland County Registry of Deeds has been chosen to participate in the testing process.

The Registry processed 78,028 documents and 478 plans this year. Revenues generated by the Registry of Deeds for 2010 totaled \$7,927,011. From this amount the Registry transferred \$5,344,567 to the State, which represents 90% of the transfer tax collected. The County's 10% share of this tax was \$593,840. Other revenues collected include \$1,550,967 in recording fees, and \$135,791 in copy fees and \$111,624 in miscellaneous collections.

In accordance with Chapter 503, Sec 1.33 MRSA §752, the State gave the Registries of Maine authority to collect a \$3.00 surcharge for each document recorded. Our surcharge collections totaled \$190,221.



## 2010 Grants & Special Projects

**Elizabeth Trice, Grants & Special Projects Coordinator**



The Grants/ Special Projects Coordinator has made a major contribution to the county with over \$3 million dollars in federal and state funding received during the past three years. In addition, grant funds have been awarded that have enabled Cumberland County

in collaboration with our municipalities to examine new opportunities for improving our local public health system and investigate the possibilities of a regional tax assessing system.

**Drug-Free Communities:** assisted with writing and submittal of successful proposal for \$600,000 (\$125,000/year for 5 years) from SAMHSA. Hired Drug-Free Communities Coordinator Beth Blakeman-Pohl, and traveled with her to New Grantees Training in Washington, DC in December. The funds pay for the creation of a coalition of parents, law enforcement, teachers and other adults in the towns of Falmouth, Cumberland, Freeport, Pownal, Yarmouth and North Yarmouth to prevent youth substance abuse.

**Stream-Road Crossing Group:** Recruited and facilitated a new group including members from Emergency Management Agency, Cumberland County Soil and Water Conservation District, the US Fish and Wildlife Service Gulf of Maine Coastal Program, and the Casco Bay Estuary Partnership to assist towns and landowners; provide resources, coordination, engineering support and training to facilitate culvert replacement; to preserve infrastructure, reduce flood risk and maintenance costs, and improve fish habitat.

**Board of Assessment Review:** Researched creation of County Board of Assessment Review, recruited seven members, arranged and attended training and first meetings.

**Energy Efficiency and Block Grant Program:** Administered \$600,000 grant program, including filing quarterly financial and performance reports and doing drawdowns for energy retrofit, Bike Coalition of Maine, Lakes Region transit, and GPCOG Energy Planning effort. Also participated in the Energy Planning effort steering committee and transportation technical committee.

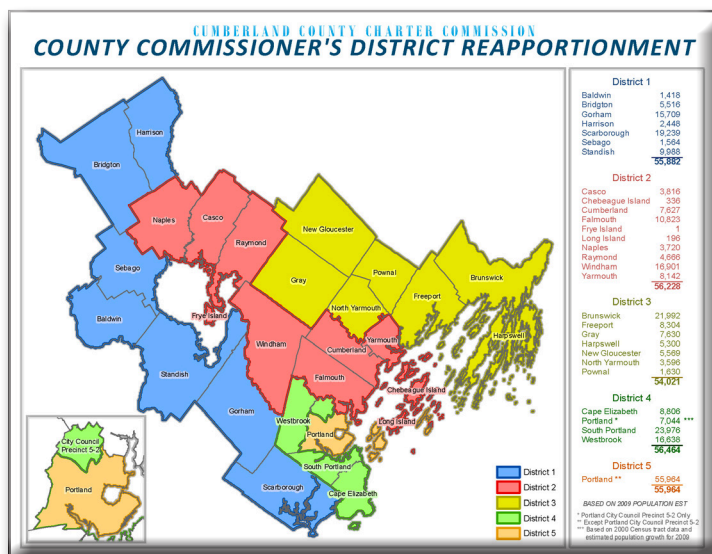
**CDBG/HUD:** co-wrote "Impediments to Fair Housing" report with Aaron Shapiro. Helped design and write application for \$2M HUD Sustainability grant awarded to GPCOG. **PACTS:** served on the PACTS Planning Committee.

**Strategic Planning:** Staffed Strategic Planning Advisory Committee.

**Single Women's Housing Study:** Promoted findings from 2009 grant-funded study.

**250th Anniversary:** participated in planning committee for 250th anniversary and Maine Counties Annual Conference.

**Charter Commission:** Staffed Charter Commission through its dissolution. Reconvened group after voters passed the charter, and staffed redistricting effort.



**Charter Commission District Reapportionment Map**

## District Attorney's Office

### Stephanie Anderson, District Attorney



In writing this report, I tried to imagine what the typical person in Cumberland County would like to know about our office. A very small percentage of you have had contact with us or know much about what we do, which is a good thing.

The primary responsibility of the District Attorney is to prosecute the crimes that occur within the geographical area. Every county has an elected DA, and some DAs have more than one county. DAs are elected by the voters every four years.

In addition to me, there are 48 other people who work here – 17 of them are Assistant District Attorneys and the rest are trial assistants, victim assistants, paralegals, receptionists and other important people.

Our funding comes from the County of Cumberland, which gets the vast majority of its funding from the real estate taxes paid by property owners. The only expense the State pays is attorney salaries. Everyone and everything else, from pens and paper to computers and electricity, are paid by County funds.

We handle about 12,000 cases per year, everything from traffic violations like Operating After Suspension to very serious crimes like Rape and Manslaughter and Attempted Murder. (Murders are handled by the Attorney Generals Office).

Our office is organized into teams and each team handles certain law enforcement agencies. Assistant District Attorneys and staff work together in teams to handle specific cases. We use a so-called “vertical prosecution” model, which means that one prosecutor handles the case from beginning to end.

We do not have our own investigators, so all of our cases come from one of the 26 law enforcement agencies operating within Cumberland County. After a person reports an incident to the police, an officer

will interview witnesses, gather evidence and find out everything they reasonably can about what happened. They write it all up in reports. Then the police submit those reports to us and we have to decide if we can prosecute the case, meaning bring it to court.

The crimes in Maine are all very specifically defined, so sometimes something will seem like it should be a crime, and perhaps it is bad behavior, but if it does not fit the specific definition of a crime, it's not a crime by law. And as you all know from watching TV, we have to prove each part of the definition of the crime “beyond a reasonable doubt”. Sometimes we believe that a crime was committed, but we can't prosecute it because there is not enough evidence to reach this “beyond a reasonable doubt” standard.

If we determine that the case can be prosecuted, we commence the formal Court process by “filing charges”. We provide “discovery” (copies of the police reports and any evidence, such as photographs or transcripts of recorded interviews), to the defendant or his or her attorney. Then the attorneys file “motions” with the court, usually asking the judge to “suppress” (throw out) evidence. There are also discussions, sometimes with the judge involved, about the anticipated outcome of the case should be. Most of the time, the case is resolved by agreement and when there is no agreement, there is a trial. During this entire process, we keep the victim informed about what is going on and talk to them about how they would like the case to turn out. From start (or intake) to finish takes about 4 months, although some cases take much less time and others much much longer.

In 2010, we received and reviewed 12,705 cases. Below you can see how many cases came from each law enforcement agency:

Brunswick Police Dept.	768
Bridgton Police Dept.	232
Cape Elizabeth Police Dept.	182
Court Security	21
Cumberland County Sheriff's Office	1096
Cumberland Police Dept.	250
Dept. of Motor Vehicle	13
Falmouth Police Dept.	200
Inland Fisheries and Wildlife	224
Freeport Police Dept.	221
Forestry Service	14
Gorham Police Dept.	549
Long Creek Youth Development Center	30
Maine Correctional Center	14



including support for language line services, and translation of outreach materials. We are active partners with the United Somali Women of Maine and worked with them to obtain a federal grant to provide services in Portland and Lewiston for refugee and immigrant women.

5. Providing outreach, advocacy and re-entry planning for incarcerated victims of domestic violence. In 2010, the Incarcerated Victim's Advocacy Program at the Cumberland County Jail and the Maine Correctional Center has served over 396 victims of abuse with education support groups, case management services, and transitional and re-entry services for the women at CCJ when they leave the jail. A Community Resources book was developed by the advocate for incarcerated victims for their use upon re-entry into the community, and is posted on the County website.
6. Training healthcare providers, in partnership with the Physicians for Social Responsibility and the Maine CDC. In 2010, 351 healthcare providers were trained about the importance of screening/referral for DV through this project.
7. Continuing translation of stalking information and distribution of stalking kits including such items as stalking logs, disposable cameras, etc.
8. Partnering with local faith communities, including New Mainers, to increase awareness of domestic violence, and how faith leaders and communities can be part of the response to DV.
9. Collaborating with disability advocate Alpha One to increase awareness about special barriers faced by victims with disabilities.

Approximately 1000 law enforcement officers and criminal justice personnel, physicians, employers, and others are trained about domestic violence each year through VIP. Our most recent trainings include: Guardians ad litem on assessing risk; all CCSO patrol deputies on challenges faced by DV victims; United Somali Women of Maine and Portland Public Health staff about legal issues for victims from refugee and immigrant communities; a Webinar for advocates and ADA's about how abusers intimidate their victims; and School Nurses in partnership with CDC Safe Families.

VIP has also been an active partner with the Community Counseling Center's (CCC) Children's Initiative, where we have facilitated referral of children exposed to DV for evidence-based, trauma informed counseling. VIP is one of three lead partners with Portland Public Health and CCC, in the Defending Childhood Project selected as one of 8 in the country for a federal DOJ Demonstration Grant to respond to children exposed to violence.

The VIP Project Director Faye Luppi represents Cumberland County on the court DV Advisory Council, the New Mainers DV and Sexual Assault Initiative, the Safe Campus project at USM, the U.S. Attorney's Project Safe Neighborhoods, the Maine CDC Safe Families Project, and the Maine Commission on Domestic and Sexual Assault.



*50 Elder DV Victims were Served by our project's specialist in advocacy for elder victims.*

**(EMA Continued)**

- Management of HAN & City Watch notification programs.
- Organized and participated in the 2010 Homeland Security Grant Review Committee
- Participated in MEMA Conference calls due to severe weather, Propane Shortage, Flooding, High Winds.
- Communication Expo
- Convention of Maine Counties
- Coordinate the HDER surplus Property information for municipalities
- Coordinate CART (Community Animal Response Team) activities
- Worked with County IT Department to keep EMA Webpage current.
- Participated in the Southern Maine COAD activities
- VRC Volunteer Training
- H1N1 Vaccination Task Force and Planning Meetings
- Participated in Interlocal Storm water

**Group Meetings**

- Participated in River Flow Advisory Meetings
- Coordinated School Emergency Planning - Meetings and documentation
- Coordinated and participated in Port of Portland Maritime Mass Casualty Seminar

**Participated in Public Information / Speaking engagements**

- Southern Maine EMS Expo
- Scarborough Kiwanis
- US Navy Survival, Escape and Evade Group
- Public Safety Day - Gorham Middle School
- New Gloucester Community Fair
- Scarborough Preparedness Fair
- Scarborough Summerfest

**Violence Intervention Partnership****Faye Luppi, Director**

In 2010, VIP received an OVW/DOJ grant for \$399,905. This brings the total received from OVW for this project to \$3.1 million since 1997.

VIP project goals are to coordinate a community response to domestic violence, hold offenders

accountable and enhance victim safety.

VIP has nine current initiatives:

1. Provide specialized services to elder victims; in 2010, 50 elder DV victims were served by our project's specialist in advocacy for elder victims- including hospital response, difficult housing issues, support groups, and protection orders and other court advocacy. She also wrote a guide for law enforcement on working with victims with disabilities.
2. Working with the business community to identify best practices for addressing workplace domestic violence; the focus recently has been a film addressing DV Abusers in the Workplace spearheaded by the Maine DV Coalition.
3. Participating in the DV Court Project to coordinate civil and criminal dockets, and judicial monitoring, using a dedicated probation officer and Maine Pre-trial Case Manager and risk assessment tools. The DV probation officer has supervised 181 probationers in 2010 at a higher level than would be possible without this project. The MPS DV Case manager has supervised 84 offenders in the community in 2010 (84 times an average of 90 bed days out per client, equals a significant savings for the jail). As part of this objective, we also work closely with the DV Unit of the DA's Office.
4. Working with leaders in the refugee and immigrant communities to conduct outreach,





Maine Drug Enforcement Agency	219
Marine Patrol	82
Maine State Police	682
Other Law Enforcement Agencies	15
Portland Police Dept.	3416
Scarborough Police Dept.	770
State Fire Marshall	6
South Portland Police Dept.	1405
University of Southern Maine Police	87
Windham Police Dept.	553
Westbrook Police Dept.	1537
Yarmouth Police Dept.	119

The outcome of a case usually involves jail or a fine or probation or a combination off all three. We have developed and overseen some “diversion” programs, including Shoplifters Alternative and the Check Enforcement Program, as alternatives to jail. We make these programs available to low-level first-time offenders. They involve education, community service, restitution to the victim, counseling, or a combination, depending on the case. These programs are designed to hold offenders accountable by making them pay back the community or their victim, they cost the taxpayers less money, and, last but not least, help the offender determine out how to stay out of trouble.

In 2010, we supervised 507 participants in our diversion programs. 274 defendants performed 11,786 hours of community service work. Only 62 participants were terminated from the program for non-compliance. During the same time frame we referred 151 cases to the Check Enforcement program which was able to return over \$13,000.00 to local area merchants. As of this writing, we are collecting restitution for the victims in 1,228 cases.

In addition to prosecuting criminal cases, we perform many other important duties, such as advising or participating in a variety of organizations and community initiatives. Some of these include the National District Attorney’s Association, Violence Intervention Partnership, Maine Juvenile Justice Task Force, and Criminal Law Advisory Commission, and the Maine Prosecutor’s Association. You may also find us teaching various legal courses at the University of Maine, Southern Maine Technical College or the Maine Criminal Justice Academy.



# Emergency Management Agency

**James Budway, Director**



The County of Cumberland's Emergency Management Agency is responsible for carrying out the annual work program and other tasks directed to the agency by the State of Maine, Department of Defense, Veterans and Emergency Management.

The mission of the Emergency Management Agency is the coordination, preparation and carrying out of all emergency functions, except military, to minimize and repair injury and damage resulting from a disaster which exceeds local and County resources.

The Emergency Management Agency's responsibility embraces active involvement in state and federally administered programs which include:

- Civil Emergency Preparedness, MRSA Title 37B and 42 USC 5121 et seq.
- Terrorism / Weapons of Mass Destruction
- Hazardous Materials and Community Right to Know programming, MRSA Title 37B and PL 99-499 Title III and 40 CFR 1910.120.
- Dam and reservoirs safe operation and planning program, MRSA Title 37B, chapter 21.

The activities of the Cumberland County Emergency Management Agency staff for the year 2010 are as follows:

## **EOC (Emergency Operations Center)**

### **Activations:**

- Rain/Wind Storm, 2-25-10
- Gorham Tornado, 7-21-10
- Hurricane Earl, 8-27-10

## **Disaster Assistance and Relief:**

In 2010 Cumberland County experienced one presidentially declared disaster, an Ice Storm

which took place over several days in February and March 2010.

Municipalities and non-profit organizations state wide, received more than \$2,000,000 in reimbursement funding from damages associated with the February/March storm.

## **2010 Homeland Security Grants:**

\$128,777 was awarded through Cumberland County Emergency Management in 2010 in the form of Homeland Security Grants.

## **Local Emergency Planning Committee Activities:**

- Received, reviewed and entered into CAMEO and E-Plan, 100% of Tier II reports for over 100 EHS and non EHS facilities.
- Provided local responders with over \$15,000.00 in Hazardous Materials Training Grants through the State Emergency Response Commission and the Cumberland County Local Emergency Planning Committee.
- Fairchild Semiconductor HAZMAT Drill
- Sprague Energy Emergency Spill Exercise
- Mapping of EHS Facilities
- Conducted Facility Plan Reviews
- Conducted 5 Facility Exercise Reviews
- Conducted 6 Dam Plan Reviews

## **CART (Community Animal Response Team):**

- Tri County Wildfire Exercise
- Bridgton Veterinary hospital Community Day
- LL Bean Dog Days in the Park
- Art in the Park - South Portland
- CERT Jamboree - Mt. Vernon
- TLAER Training for Large Animals

## **Exercises:**

- Maine PUC Tabletop
- Portland Jetport
- Tri-County Wildfire Exercise
- SAD6 After Action Review
- SMRRC Hospital Surge Capacity Exercise
- UNITEL Emergency Response Planning Meeting
- Family Assistance Center exercise for Airlines
- Town of Cumberland Tabletop Exercise
- City of Portland-Portland Water District Full Scale Exercise



- Presumpscott Valley HazMat Team Exercise
- Maine Mall Security Exercise

### ***IMAT (Incident Management Assistance Team):***

- Establishment of IMAT for Cumberland County Monthly Meetings
- Coordinated Training for IMAT Members
- Developed IMAT SOP manual

### ***NIMS: National Incident Management Systems (NIMS)***

- Coordinated 6 Meetings with Cities/Towns intended to promote NIMS, provided guidance.
- FY10 NIMSCAST Assessment for Cumberland County and its municipalities.
- Wrote NIMS Implementation Plan for 3 Communities
- Staff NIMS Training IS 100 - IS 800

### ***Training Provided:***

- Pet Sheltering
- Pet CPR
- FEMA STEP School Program
- REMS school training
- Town of Casco
  - Instructed IS 100 Classroom Training
  - IS 700
- NIMS to Cumberland County Commissioners

### ***Cumberland County Hazard Mitigation Plan Update:***

- Site visits to all 28 Cumberland County Municipalities
- Review of previous and future Mitigation Projects
- Coordination with Municipalities, CCSWCD and MEMA on plan update.
- Data collection and Mapping of Mitigation Projects
- Submission of 2010 update to MEMA for FEMA approval

### ***Staff Development Training / Courses Taken:***

- IS-701 NIMS Multi-Agency Coordination Systems
- IS-704 NIMS Communications & Information Management
- Is-703a NIMS Resource Management

- 10 Ways to Improve GIS for Public Safety Agencies
- IS-18 Equal Employment Opportunity for Employees
- MGT-360, Anniston, AL
- ICS-210
- ICS-339
- IS-11a Animals in Disaster/Community Planning
- Maine Partners in Emergency Preparedness Conference
- IS-366
- IS-650a
- IS-800b National Response Framework
- IS-630 Public Assistance
- MEMA Evacuation & Re-entry
- Hazard Mitigation Training Modules I and II
- School Crisis Management
- Israeli Emergency Preparedness Conference
- I-295 Detour Planning Conference
- FEMA Region I-Boston Hurrevac 2010 Training
- ICS Forms Workshop

### ***Meetings:***

Coordinated, participated in or lead:

- LEPC - 9
- Local EMA Directors - 11
- ARES/RACES meetings - 10
- IMAT - 10
- CART - 9

### ***Miscellaneous Activities/Projects:***

- Updated County EOP
- Updated 12 municipal EOP's
- Procured & distributed nearly 10,000 preparedness brochures, books and related Materials.
- Supported ARES activities in Cumberland County.
- Management of MEMA Credentialing for Special Teams
- GIS Map production for Cumberland County Towns
- Management of HAN and City Watch Notification Systems
- Published 12 issues of the News from Down Under - The Cumberland County EMA Newsletter.
- Assisted municipalities with radio programming
- Yarmouth - Hazard Mitigation Project Review
- Law Enforcement Grant Review