## Dept. Head Report to Commissioners

Since last report (October), we have entered winter and the holiday season.

Budget presentations were completed and submitted.

Holiday decorations were set up as a joint effort with MVC Maintenance and Recreation Departments, and an outside volunteer (Al Poulin, retired MVC Maintenance worker). Many thanks to those that assisted, and donated decorations.

All boilers in Admin, MVC, Annex, and DOC were serviced.

MVC Maintenance/Housekeeping staff continues to be sure that unoccupied rooms have been touched up, cleaned, and ready for new admissions.

MVC Maintenance staff has been assisting IT vendor with MVC hands-on tasks in an attempt to minimize IT vendor entrance into MVC.

Due to lack of inmate assistance, MVC staff has been assisting with snow removal in and around MVC.

MVC Elevator lift seals have been replaced.

MVC bus has been ordered. Delivery expected in early May.

MVC sidewalk weather panels have been ordered, awaiting installation.

MVC/DOC internal fiber optic upgrade scheduled to commence 1/25.

MVC Nurse's station carpet replacement scheduled to start 2/2.

Coordinator's office window replacement has been postponed until Springtime.

CCI fiber upgrade (as part of new CCI contract) has been completed. All County telephone systems (except ones purposely left on copper) are now across fiber.

Bob Murray Director of Maintenance