GRAFTON COUNTY COMMISSIONERS' MEETING 3855 Dartmouth College Hwy. North Haverhill, NH 03774 January 22, 2013

PRESENT: Commissioners Mike Cryans, Martha Richards and Ray Burton, Director Julie Clough and Secretary Martino.

**OTHERS:** Harold Brown

9:04 AM Commissioner Cryans opened the meeting which began with the Pledge of Allegiance.

**Sheriff Doug Dutile** arrived for the opening of bids the sale of one cruiser and the purchase of two Interceptors and a Ford Escape.

The bids for the sale of a Crown Victoria were opened.

| <u>Bidder</u>           | Amount  |
|-------------------------|---------|
| Robert Rowley           | \$1,097 |
| Grace Quality Used Cars | \$1,664 |
| Bay Ridge Motors        | \$2,300 |
| David Taylor            | \$1,565 |
| Wm. Doucette Auto       | \$1,666 |

Commissioner Richards moved to accept the bid from Bay Ridge Motors in the amount of \$2,300 which was seconded by Commissioner Burton. All were in favor.

Bids were then opened for the purchase of two Ford Interceptors and a Ford Escape.

<u>Bidders</u> Auto Serve North Country Ford Gateway Motors Irwin Zone Hillsboro Ford Flanders & Patch Grappone Ford

Bids included various options so Sheriff Dutile will need to review, calculate and compare all bids.

Commissioner Richards asked why there was a need for three cars now as the number was reduced to one when she was previously a Commissioner. The Sheriff explained that when they reduced down to just one car a year it created high mileage on the remaining vehicles and the maintenance costs became extremely high.

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Commissioner Burton asked about going through the state bid system and Sheriff Dutile said that they actually get better prices doing it this way.

Sheriff Dutile took the bids so he could make sure that all the equipment options were calculated and totaled properly and he would bring back a recommendation later.

**Human Service Administrator Nancy Bishop** arrived with her report and began by going over the expenses by town. She informed the Commissioners that the cap would be met.

Income from Recoveries has exceeded the budgeted amount by approximately \$22K which is helpful.

A reply was received from DHHS regarding whether or not they were interested in using the computer lab at the County for their new program. DHHS said that they are not in need right now but will keep the County in mind should the need arise. The program is not currently operational at this time.

HSA Bishop discussed some of the wellness activities that the committee is looking into which include a Wellness Fair which is scheduled for the 14<sup>th</sup> of March.

HSA Bishop has passed along all the Social Service applications to Cindy Swart for her review for the budget.

**Maintenance Superintendent Jim Oakes** arrived with his report \*(see attached) In a discussion about the biomass, Commissioner Cryans asked how the one at Glencliff was working. Commissioner Richards said she has heard that they have a number of issues with their system. Supt. Oakes said he too has heard that and that it had to do with the distribution of heat and the fact that old system parts were not replaced prior to adding the biomass system.

Commissioner Richards asked if the laundry system in the Nursing Home is still performing well and Supt. Oakes replied that the ozone system is performing first-rate and saves the County about \$20K a year in water costs.

Supt. Oakes continued with his report and it was evident that there are a number of hitches in the new Jail. Commissioner Cryans asked if there seems to be more issues than normal with a new building and Supt. Oakes said it appeared that there were.

Commissioner Burton asked if public safety was at risk and Supt. said he did not see that as an issue. He mentioned that it was becoming difficult for the Maintenance crew because each time a contractor goes to the building for a repair, someone from Maintenance needs to accompany them, which takes time away from scheduled duties.

Supt. Oakes said that the old Jail is just really falling apart and he hopes the Board votes to demolish it. He relayed the most current problem in that a sprinkler head broke

Grafton County Commissioners' Meeting January 22, 2013 Page 2 of 5 creating a major cleanup problem. He said that right now the sprinkler system in the Jail has been shut off and he is having trouble keeping the building heated.

Commissioner Burton asked what would happen if the Board voted today to shut everything off in the building and Supt. Oakes replied that it wouldn't be good because of freezing. They then discussed shutting water off to the building entirely and Commissioner Burton said he felt it was time they "cut their losses" and shut the whole thing down.

Commissioner Cryans suggested Supt. Oakes give some more thought as to how and if that could be accomplished and then make a recommendation.

**UNHCE Office Manager Deb Maes** arrived to give the Commissioners an update on the progress of the reorganization of UNHCE. \*(see attached information). Maes explained some of the changes and suggested that they would not lessen the services that UNHCE offered though questions would probably be answered through the state system in order to figure out who the best contact person would be.

Commissioner Cryans asked if everyone had read the minutes and had any edits or corrections. Some edits were made.

Commissioner Richards moved to approve the minutes from January 15, 2013 as amended which was seconded by Commissioner Burton. All were in favor.

Director Clough presented an educational assistance application from someone at the Nursing Home who was working towards a degree. Director Clough said that the employee was eligible for whatever remaining funds are currently available, up to the allotted amount.

Commissioner Richards moved to approve the educational assistance which was seconded by Commissioner Burton. All were in favor.

Director Clough presented an in state overnight travel request from Dispatch for an employee to train in Concord. The employee lives in St. Johnsbury so daily travel would be difficult. There will be a three night stay at \$71 per night.

Commissioner Richards moved to approve the overnight in state travel request which was seconded by Commissioner Burton. All were in favor.

A grant request from Dispatch was given to the Commissioners to review in the amount of \$119K for an interoperable repeater project.

Sheriff Dutile returned with his recommendation for the purchase of the vehicles. He recommended that the Interceptor be purchased from The Irwin Zone for \$23,457 per vehicle and from Grappone Ford for the Escape SE in the amount of \$22,865.

Commissioner Richards moved to accept the bid from The Irwin Zone for two Interceptors in the amount of \$23,457 per vehicle and from Grappone Ford for one Ford Escape SE in the amount of \$22,865 which was seconded by Commissioner Burton.

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Commissioner Cryans asked that if based on all the calculations, Sheriff Dutile was comfortable with this recommendation and he replied yes.

When the vote was taken, all were in favor.

Director Clough asked the Commissioners if there was anything specific that she should convey to the Department Heads concerning the budget. She went over a couple of things that were going to affect the budget which included an increase to the employer potion of the Retirement System in both group I and group II, which will be a considerable jump form 19.95% to 25.30%. Health insurance will be level from last year and it is likely that the Jail will be requesting additional staff.

Director Clough said it is very possible that the bed tax revenue will go away which will definitely hurt and other revenues will remain flat. The Nursing Home may request a part time person in Health Management because of the new Managed Care and the cost of the Nurse Practitioner will now be included.

Commissioner Richards said she would like to see the programs that were supposed to be run at the Jail put back in. Director Clough said they need more security before they can consider looking at any programs.

Commissioner Burton said that public safety needs to be the number one priority. All three Commissioners felt that the County still needs a Financial Director.

Commissioner Cryans said that the Dept. Heads should be instructed that they should not put a position in the budget just to see if they can get it. He said if they can get along without someone it should be done that way.

Commissioner Richards said she doesn't understand the "cut, cut, cut" mentality and maybe the County should look at some statistics in the County to see what is going on in and around and base decisions on the reality of what's happening. She said be careful but creative. Director Clough said that it's difficult to do it that way because the upper valley and places like Hanover and Lebanon are quite different than say Haverhill or Plymouth.

Commissioner Cryans said he believes they're most successful when they are more reasonable and noted that he didn't think there was a benefit to huge increases and then huge decreases. He said credit should be taken for building the Jail under budget and having enough money to build the biomass and then have money still to hopefully take down the old Jail. He said he wouldn't expect a flat budget but he doesn't want to see huge increases either. Commissioner Burton said the Dept. Heads just have to be reasonable when presenting a new budget.

#### COMMISSIONER ISSUES:

Commissioner Richards said that she and Commissioner Burton attended the Farm Advisory Committee meeting and came away very impressed with the new Farm employee and the overall status of the Farm. The Plymouth Democrats held their eighth annual "Keep the Heat On" program and 191 people attended. The amount raised was \$31K and all of it goes directly to the Plymouth area community closets to disperse.

Commissioner Richards attended the wind meeting at Newfound School with speaker Ken Luce and it was suggested that this state would require way too much wind ridgeline to be beneficial.

Commissioner Burton agreed that there appeared to be a new attitude and vision for the Farm now. He noted that at the meeting it was discussed that one of the employees is keeping his own animals on the property and questioned whether that was something that should be addressed. He asked Director Clough to check into this further so they could consider the ramifications and liabilities in the event they need some kind of contractual agreement. He noted that the Farm Advisory Committee asked to have Omer Ahern appointed to their committee and both her and Commissioner Richards were fine with that.

Commissioner Richards moved to appoint Omer Ahern of Plymouth to the Farm Advisory Committee which was seconded by Commissioner Burton. All were in favor.

Commissioner Cryans went to a Drug Court project put on by Justice Tina Nadeau and Doug Marlow from Penn. State University spoke on the science of addictions. Former Commissioner Omer Ahern was there along with a number of Legislators.

12:20 PM With no further business the meeting adjourned.

Respectfully,

Raymond S. Burton, Clerk

January 22, 2013

#### HUMAN SERVICES MONTHLY REPORT

#### 1.) LTC Expenses to date:

- Expenses to Date Report
- Recoveries Report
- 2.) Workforce Solutions Computer Lab
  - Reply from DHHS
- 3.) Wellness
  - 25% of eleigible county population completed their Health Assessment in 2012
  - Wellness Fair scheduled for March 14 in Activities room NEEBCo is coordinating event
  - Walking Path in front of NH
  - NCHC Wellness Initiative

# Dec 18 – Jan 21, 2013

## COMPLEX

## **Biomass District Heating System**

Work completed since last meeting

- Completed tie in of biomass hydronic system into nursing home, courthouse and administration building boiler systems.
- ✓ Craned piping sections onto Courthouse roof and 4,000-gallon thermal storage tank into biomass building mechanical space
- ✓ Installed heat exchanger and piped biomass hydronic pipes short of tie in locations. Scheduled to do tie in on 1/30
- ✓ Installed automatic transfer switch in generator enclosure that will serve biomass building
- ✓ Framer constructed biomass-building walls. Due to various reasons, the framer has backed up the overall project schedule by 3-weeks

#### Work scheduled for next few weeks

- ✓ Install roof and close in building
- ✓ Start installing sprinkler system
- ✓ Insulate and finish interior walls

#### **Engineering Design of Automated Isolation Valve & Vault**

Project is substantially complete and valve works well. Still need to replace marred trim around entry door. We've received some training on the new system but have one more session to go. Morrill Construction still owes us O&M manuals and As-built drawings

**Water Tank** – Water level reporting portion of SCADA system not working due to bad transducer. Part is on order.

#### **COURTHOUSE**

Preventative Maintenance (PM) – Performed various PM tasks throughout.

County Attorney Office (CA) Expansion Project – Entire project is 100% complete

 $\label{eq:courtroom1} \textbf{L} - Fabricated and installed ADA handrails at ramp area per State Court system request$ 

**Superior and Circuit Court Service Counters** – New ADA service counters are completely installed and glass curtain walls as well. Experiencing quality issues with adhesives used to hold laminate on vertical sections of Superior Court service counter. Notified Bureau of Court Facilities Director so that he can coordinate getting contractor back on site to correct the problem

**HVAC** - #1 boiler in continuous run mode. Will not swap lead position with #2. Discovered large relay in black cabinet in boiler room was staying energized due to smaller relay that was faulty and not allowing larger one to deenergize. R2 smaller ice-cube relay

#### NURSING HOME

Preventative Maintenance (PM) - Performed various PM tasks throughout

**Electrical Power** – Biomass contractor installed surge protection devices on main electrical panels to prevent power spikes into buildings power distribution from utility power or generator

Laundry – Washer #1 has leaking shaft seal...parts on order

**Laundry** - Need to install RPZ backflow device in domestic water line feeding washer chemical feed stations. Installed backflow device

**Kitchen** – Dishwasher not maintaining 160 degree wash temp. Keeps tailing off to 140 degrees. Determined gauge was bad. Part ordered

Kitchen - Lower convection oven will not light... bad gas valve. Replaced valve

**HVAC** – Unit ventilator #1 in the Maple Dining Room was putting out too much heat. Found broken plastic clip that holds motor to ball valve. Replaced actuator motor

**HVAC** – Zone 4 radiant floor heating loop on Meadow putting out too much heat even with pump off. Mixing valve doesn't seem to be working. Installed new mixing valve to fix problem

HVAC – Kitchen office feels cold...bad Belimo zone valve. Replaced valve

**Security** - Delayed egress function of magnetic locks at double doors on Meadow & Granite not working. Adjusted door magnets

**Electric Beds** – Repaired various problems on several electric beds

#### ADMINISTRATIVE BUILDING (1930)

Preventative Maintenance (PM) – Performed various PM tasks throughout.

**HVAC** – During shutdown of Admin Building for biomass tie in we discovered a crack in Boiler #2 segment. I'm in the process of trying to get replacement parts on site and will be scheduling VHV biomass contractor to replace segment

**HVAC** – Hydronic pump #2 serving Administration Building has shaft seal leak. Ordered shaft seal rebuild kit

**Backflow Protection** – RPZ backflow devices connected to chiller and boiler make up water systems are dripping. Disassembled both devices and cleaned internal part san reassembled. Fixed boiler one but chiller one still leaks at air gap. Need to order rebuild kit

**HVAC** – Boiler makeup water not being added automatically as it should. Cleaned pressure reducing valve and adjusted pressure.

**HVAC** - Floor area where plate & frame heat exchanger is housed is heavily cracked and chipped. Scrapped and repainted floor

**HVAC** – Heat not working in HR receptionist area due to bad Belimo zone valve. Replaced electrical portion of assembly

#### NEW JAIL

**Fire Alarm Testing** – Alarmco completed the primary fire alarm testing and reported 2-pages of discrepancies. I relayed their findings to Dan Smith of HP Cummings so that he could coordinate the corrections through the various responsible contractors. Some findings have been corrected while others are still in work or in the process of being verified based on project document requirements

**Clean Agent Fire Suppression System** – The combined system serving the utility and generator electric rooms showed a system trouble light. Interstate Fire Protection determined the fault stemmed from using interior strobes in an exterior application. To correct the problem they installed exterior strobes in the outside locations.

**Generator Power** – On shutdown following auto run for power outage generator experienced "Data link failure" and MDP and life safety breakers on generator tripped and would not reset. Called Cummins Generator tech and had him walk us through a reset procedure so circuit breakers could be reset. A few days later he had to come on site to recalibrate the generator's on-board computer so that it would be in synchronization with the buildings automatic transfer switches.

**Roofing** – A section of roof that transitioned from the elevator shaft onto the side of the courthouse was not flashed. Also a section of flashing near the entrance of the jail was not sealed well and water was leaking from the roof near the entrance. IRC Roofing fixed both issues

**Geothermal System** - Glycol feed not working in auto position for boiler make up. Intermittent pressure switch. Notified HP Cummings. Contractor made adjustments to switch. Problem stills seems to persist.

**HVAC** – Contractors continue to work Multistack heat pump issues. Many of the heat pumps keep tripping off line in alarm and some have experienced compressor failure and refrigerant

leaks. The contractors have tried some new programming schemes to make these units work better. Multistack heat pump issues persist.

**HVAC** – Kitchen hood make up air unit coil froze and burst. Isolated and coil and cleaned up mess. Notified HP Cummings of event. Later determined that controls contractor did not properly wire freezestat protection, thus it was cause for the failure

**HVAC** - Snowmelt systems serving Area D and F air handlers missing sensors and not wired. Electrical contractor fixed but later discovered power supplies are also bad. Parts ordered

**HVAC** – WHP-A1 serving Area A keeps tripping off line. Cleaned heat exchangers (load and source side), screens, and removed plugged screen in Y pipe.

**HVAC** – A05 cell too hot. Replaced ball valve actuator for reheat coil located in ceiling area in front of last clean holding area

**HVAC** – C05 cell too hot. Discovered reheat coil ball valve actuator not closing valve all the way. Replaced ball valve actuator

**HVAC** - Boiler 2 has propane smell. Located leak at pilot supply tube connection. Tightened fitting

**Exit Lighting** – Several exit lights throughout aren't working. Interstate Electrical replaced a number of circuit boards in some and power supplies in others. Parts back ordered for three

**Life Safety** – SEF-C2 Smoke exhaust fan exhaust damper stuck in open position. Tightened Belimo actuator onto damper shaft

**Security** – Several doors throughout don't show locked when they actually are. Working issues as time permits

**Plumbing** – Electronic flush control systems in a few cells failed due to fried circuit boards. Repaired some with spare parts and cannibalized a few parts from lesser used areas. Contractor working to replenish our stock.

**Plumbing** - Electronic domestic water valves (hot and cold) serving E and D units not closing completely, allowing water to continue to run when closed. Notified HPO Cummings

**Kitchen** – Gas stove left rear pilot light orifices plugged with welding slag. Also Kettle supply hose leaks. Notified HP Cummings. Awaiting kitchen contractor to replace both items

**Kitchen** - Dishwasher continues to run after completion of cycle. Contractor troubleshot to bad magnetic wash activation switch. Contractor replaced switch

## OLD JAIL

**Sprinkler System** – Deluge sprinkler system froze up in upper connector and blew sprinkler heads completely off and flooded various sections of building. Closed sprinkler main in basement and cleaned up mess. Capped off section in upper connector eliminating use of several heads in that area. Put system back on line. Same problem occurred again in area outside booking room. Closed sprinkler main in basement and cleaned up mess. Currently there is no sprinkler coverage in building

**Fire Alarm** - Zone 1 (womens house) in Trouble mode. I believe cause is due to extreme cold due to not heating section

**Fire Alarm** - Smoke detector in elevator control room bad and Strobe by panel failed to work during test

**HVAC** - Both hydronic pumps to main part of the building have shaft seal leaks. Capped off one to allow heating system to thermal cycle. In process of getting materials to rebuild pumps. Heat not working in certain parts of building if pumps aren't running

## **FARM**

Dairy Barn – Numerous stanchions failed due to heavy corrosion...replaced several

Dairy Barn – Gutter cleaner reverse corner broke off. Welded part back on

#### MAINT/FARM BUILDING

Lighting – Exterior light over 3-bay doors had LED driver fail. Replaced driver

#### **Drug Court Building**

Preventative Maintenance (PM) – Performed various PM tasks throughout

**Security** – Need to standardize locks throughout building to one of existing keying systems. Installed Sergant HC series locksets throughout

#### VEHICLES & EQUIPMENT

Preventative Maintenance (PM) – Performed various PM tasks





#### Community & Economic Development

Charlie French - Team Leader

#### State Specialists

Charlene Baxter Molly Donovan – Community Development\* Andre Garron – Economic Development \* Mike Sciabarrasi\* Sarah Smith\*

#### State Program Coordinators

Malin Clyde\*

#### Field Specialists

Sharon Cowen\* Nada Haddad Ann Hamilton Gail Kennedy Thom Linehan Deb Maes\* Kelly McAdam Brendan Prusik Dan Reidy\* Seth Wilner\* Rockingham Co – vacant

> \*= home team (supervised under that program team)

#### Food and Agriculture

Amy Ouellette - Team Leader

#### State Specialists

Alan Eaton\* Pete Erickson Brian Krug\* Mike Lunak\* Cathy Neal\* Mike Sciabarrasi Becky Sideman\* Cheryl Smith\* Catherine Violette\*

#### **Education Center**

Ron Christie Rachel Maccini Marcy Stanton

#### **Field Specialists**

Heather Bryant\* Nada Haddad\* Margaret Hagen\* Ann Hamilton\* George Hamilton\* Deb Maes Carl Majewski\* Kelly McAdam\* Alice Mullen\* Dot Perkins\* Steve Turaj\* Seth Wilner Carroll Co – vacant\* Rockingham Co – vacant\*

<u>County Program Coordinators</u> Ron Christie\* Donna Lee PetdSpecialists Fred Bormon<sup>4</sup> Dave Faikenhaim<sup>4</sup> Andy Fast<sup>4</sup> Jon Nute<sup>4</sup> Steve Roberga<sup>6</sup> Wendy Scilbrei<sup>4</sup> Mary Tebo Pavis<sup>6</sup>

\*= Nome team (supervised under that program team

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Cooperative Extension Grafton County

# Grafton County Staff Program Teams and Staff Area of Expertise Specialties

| Team                 | Specialty                                   |
|----------------------|---|
| Food & Agriculture   |   |
| Heather –            | Fruits & Vegetables                         |
| Michal –             | State Dairy Specialist                      |
| Deb –                | Food Safety                                 |
| Donna –              | Master Gardener Coordinator                 |
|                      |   |
| Natural Resources    |   |
| Dave –               | Ag & Natural Resources Business and         |
|                      | Economic Development                        |
| Community & Economic | Development                                 |
| Deb –                | Strengthen New Hampshire Communities        |
| Youth & Family       |   |
| Kathy –              | Healthy Living                              |
| Lisa —               | Nutrition Connections                       |
| Donna –              | 4-H Youth Development                       |
| Support Staff        |   |
|                      | art for David Lice and Dah, office finances |

Teresa Locke – Support for Dave, Lisa and Deb, office finances Kristina Vaughan –Support for Heather, Michal, Kathy and Donna

# Goal 7: New Partnership and Funding Arrangements with New Hampshire Counties

UNHCE will develop new memorandums of understanding (MOUs) reflecting new partnership and funding arrangements with counties to keep a local presence, to give counties choices in local staffing, to allow greater specialization of educators, and to increase system efficiencies. This new partnership will build on the rich history and strength of UNHCE's relationship with N.H.'s counties. This new partnership will continue to benefit the people of N.H. while acknowledging the need for cost efficiencies.

Cooperative Extension is the primary outreach arm of UNH and the goal of reaching people throughout the state remains unchanged. However, the methods for achieving this goal will depend on counties continuing to play important partnership roles. Traditionally, every county has had a local office and this will continue to be possible as long as the county provides sufficient funding. If counties are interested in consolidating offices or sharing certain staff to reduce costs, this new system makes this option feasible as well. However, if a county does not fund either an individual office or one jointly with a neighboring county, the programs available to its residents will be very limited.

In the past, UNHCE has provided one educator in each of four traditional program areas for each county. With current reduced funding, this level of support will no longer be possible. We will need to reduce our staffing, and it will be necessary for educators to work beyond county lines. As mentioned earlier, educators located in the counties will each have a specialty. This will also increase the efficiency of the system by allowing educators to focus on a more limited set of areas. To reach people throughout the state, the new structure will include the following features:

- New Extension field office configurations
- New funding arrangements with counties
- Continuing importance of county advisory councils

#### New Extension Field Office Configurations

1. The new field offices will have a basic configuration consisting of a county office administrator (who also assumes a field specialist role), one or more additional field specialists, a federally funded nutrition connections staff, and support staff. Additionally, in counties without a youth field specialist, a local 4-H program coordinator will be included as part of the basic configuration. Local program coordinators could also be hired to support any other program team and would work primarily at the county level, while regional field specialists will have work responsibilities in and outside of the county.

2. The county office administrator will serve as liaison to the county Extension Advisory Council, county commissioners, legislative delegation and other key local stakeholders.

3. Due to the current financial situation, the number of field specialists which UNHCE can afford to place in the field has been reduced. Regardless of the number of field specialists located in a local office, a county will be served by the field specialists across the state.

4. Program coordinators will have different responsibilities and backgrounds than field specialists.

5. Technical assistance and one-on-one information requests delivered through landowner/farm visits have been and will continue to be an important part of Extension work. While these will continue in the new system, they may be limited due to a reduced staff. Local program coordinators may be hired to augment this type of work in a county, but the majority of the cost will be borne by the county.

6. UNHCE will continue to maintain and strengthen the volunteer management system (e.g., volunteers at the UNHCE Education Center).

# Goal 7, continued

#### Benefits to Counties, Participants and Taxpayers of the New Delivery Model

- Counties can choose to have an office in their county or to share an office with a neighboring county to leverage resources.
- Counties can choose how to use savings generated from this model for purposes such as additional local positions.
- Counties will have greater access to statewide programming, being able to use the expertise of all Extension field specialists and state Extension specialists/faculty.
- With a larger team of specialized field educators, counties will be able to jointly collaborate with stakeholders to cosponsor major in-depth educational events.
- The new funding model provides greater certainty on the level of funds needed from a county. It also treats counties fairly by making the historical differences that have evolved from the more complex system more equitable.
- The new emphasis on documenting the public value of programs will help demonstrate the value and merits of continued funding for Extension in future years.
- The new system, through the efficiencies of regional delivery, increases the rate of return for each dollar invested in Extension.
- Specialization by Extension field specialists and regional delivery by program teams ensures that UNHCE can deliver high quality programs in the new program areas throughout the state with fewer resources.
- The development of statewide program teams to work on major issues allows closer collaboration and relationship with stakeholders in learning communities, a highly effective way to successfully develop and deliver high impact outreach educational programs.

