

October 27, 2020

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- 15 courtesy rides home for inmates being released.

FIRRM Program

4 current participants

Level 1 – 0

Level 2 – 2

Level 3 – 2

Programs Department Report:

For the month of September, the Programs Department provided various services to over 18 different inmates for approximately 373 hours. These services include SUD groups, individual counseling and HISET. The majority of these hours came from the following services broken down below.

Individual Counseling: 34 total hours

Female – 9 hours

Male – 25 hours

SUD Treatment Groups: 326 total hours

Female – 104 hours

Male – 222 hours

Medical Department Report: For the month of August there were four psychiatric clinic days with a total of 35 patient encounters.

General

1) Inmate Transfer – Supt. Elliott stated they had an inmate that had charges from both Sullivan and Grafton County. They never came to Grafton County; they have been serving their sentence in Sullivan County. When it came time to be sentenced in Grafton County, the inmate was already on board with Sullivan County's Trails Program. They have asked that the transfer stay in Sullivan County based on those circumstances. Supt. Elliott stated that he is fine with this as the inmate has never been in Grafton County. There is an RSA that allows this, as the inmate is involved in a work program. He stated that he is requesting the Commissioners allow the inmate to stay in Sullivan County to complete his Trails Program as he has been down there and has never been in Grafton County.

MOTION: Commissioner Morris moved to approve the inmate transfer. Commissioner Piper seconded the motion and all were in favor.

2) Non-Public session pursuant to RSA 91-A:3 II, (a)

MOTION: * 9:07 AM Commissioner Piper moved to enter into non-public session for the purposes of the dismissal, promotion, or compensation of any public employee or the disciplining of such employee, or the investigation of any charges against him or her,

unless the employee affected (1) has a right to a meeting and (2) requests that the meeting be open, in which case the request shall be granted. pursuant to RSA 91-A: 3, II (a) Commissioner Morris seconded the motion. This motion requires a roll call vote, Commissioner Lauer called the roll. Commissioner Lauer “yes”; Commissioner Piper “yes” Commissioner Morris “yes” Commissioner Lauer stated that a majority of the board voted “yes” and would now go into non-public session.

* 9:14 AM Commissioner Lauer declared the meeting back in public session.

MOTION: Commissioner Piper moved to permanently seal the minutes from the just completed non-public session because they could affect the reputation of someone other than those of the Board of Commissioners. Commissioner Morris seconded the motion. Commissioner Lauer called the roll. Commissioner Lauer “yes”; Commissioner Piper “yes” Commissioner Morris “yes” Commissioner Lauer “yes”. Commissioner Lauer stated that a majority of the board voted “yes” and the motion passes.

MOTION: Commissioner Piper moved to approve the recommendation of Supt. Elliott regarding the suspension of an employee. Commissioner Morris seconded the motion and all were in favor.

Commissioner Lauer stated that she is very appreciative of all the work the DoC did when the former farm manager resigned. All the work they did made a big difference.

The Commissioners opened bids for the sale of a 2003 Chevrolet G Van and a 2011 Ford Expedition. The following bids were received:

	2003 Chevrolet G Van	2011 Ford Expedition
William Doucette Auto	\$2,121.00	\$1,527.00
Bob Rowley	\$689.00	\$689.00
Walter Radicioni	\$1,258.00	\$956.00

MOTION: Commissioner Piper moved to accept William Doucette Auto’s bids of \$2,121.00 for the 2003 Chevrolet and \$1,527.00 for the 2011 Ford. Commissioner Morris seconded the motion and all were in favor.

Commissioner Lauer asked if everyone had a chance to read the minutes from the October 20th meeting.

MOTION: Commissioner Piper moved to approve the minutes from the October 20th meeting. Commissioner Morris seconded the motion and all were in favor.

The Commissioners signed check register 1080.

Certificate of Authority – CA Libby stated that this is for the Nursing Home COVID Testing grant that reimburses \$100 per test. The Certificate of Authority gives NHA Labore the authority

to enter into the contract and execute any and all documents.

MOTION: Commissioner Piper moved to accept the Certificate of Authority. Commissioner Morris seconded the motion and all were in favor.

NHA Labore arrived to discuss a bid request for the purchase of a convection oven that was approved in the budget for the dietary department. He stated that their previous oven is past its useful life and they routinely experience quality issues with it. It is also not operating efficiently as they must bake items much longer than we need to be baked in a new piece of equipment. NHA Labore stated that he received the following three (3) quotes:

Kittredge Food Service Equipment and Supplies - \$8,312.36
Webstaurant Store - \$9,740.00
US Foods Culinary Equipment & Supplies - \$7,003.69

NHA Labore stated that he is recommending Kittredge Food Service & Equipment Sales for the purchase of the Blodgett Zephraire-200 ES Full-Size Convection oven for \$8,312.36. He explained that brand of oven from US Foods is of lesser quality than the Blodgett brand. He also stated that their dietary department has other Blodgett brand equipment and have found their equipment to be very good quality. They have purchased other pieces of equipment from Kittredge and find their customer service to be exceptional. He noted that this quote is below the budgeted amount by \$817.64.

MOTION: Commissioner Morris moved to accept Kittredge Food Service Equipment and Supplies quote of \$8,312.36 for the purchase of one Blodgett Convection Oven. Commissioner Piper seconded the motion and all were in favor.

NHA Labore requested a nonpublic session.

MOTION: * 9:33 AM Commissioner Piper moved to enter into non-public session for the purposes of the dismissal, promotion, or compensation of any public employee or the disciplining of such employee, or the investigation of any charges against him or her, unless the employee affected (1) has a right to a meeting and (2) requests that the meeting be open, in which case the request shall be granted. pursuant to RSA 91-A: 3, II (a) Commissioner Morris seconded the motion. This motion requires a roll call vote, Commissioner Lauer called the roll. Commissioner Lauer "yes"; Commissioner Piper "yes" Commissioner Morris "yes" Commissioner Lauer stated that a majority of the board voted "yes" and would now go into non-public session.

* 9:36 AM Commissioner Lauer declared the meeting back in public session.

MOTION: Commissioner Piper moved to permanently seal the minutes from the just completed non-public session because they could affect the reputation of someone other than those of the Board of Commissioners. Commissioner Morris seconded the motion. Commissioner Lauer called the roll. Commissioner Lauer "yes"; Commissioner Piper

“yes” Commissioner Morris “yes” Commissioner Lauer “yes”. Commissioner Lauer stated that a majority of the board voted “yes” and the motion passes.

MOTION: Commissioner Piper moved to uphold the suspension as recommended by NHA Labore. Commissioner Morris seconded the motion and all were in favor.

MOTION: Commissioner Piper moved to terminate the employee referenced by NHA Labore, effective November 9th. Commissioner Morris seconded the motion and all were in favor.

FY '20 Audit and Annual Report – CA Libby stated that she has reviewed the draft audit and is now waiting on the final copy. Once they receive that the Annual Report will be ready to go out.

CA Libby submitted the following CDBG Forms for Signature:

- Authorization to Submit Forms for all three (3) Commissioners to sign.
- CDBG Drawdown – BEDC \$ 40,000 for Commissioner Lauer to sign.
- CDBG Drawdown – NCIC \$ 10,000 for Commissioner Lauer to sign.

CA Libby stated that she submitted the final request for the GOFFER reimbursement. They \$193,000 left and she submitted for all of it.

ITM Ruggles arrived and gave the following report:

Grafton County Department of Information Technology
Monthly Summary Report's
9-22-2020
10-27-2020

Summary:

Extremely Busy 2 months

ITM was out for the 2nd and 3rd week of September for medical procedure.

Projects:

- Completed migration of Servers and replaced Virtual Gateway Appliance from damaged cluster, to new Cluster,
- Upgraded Infinite Visions Software
- Installed new Time Clocks for Testing
- Completed Migration of Servers to 2019 Server, few more to be completed.
- Anti-Virus Software Updated, reviewed changes with Staff
- Training all Staff on new Web Content Filter
- Created Cyber Security Incident Response Plan for IT Department
- Software update of Firewalls - Security Patch Issue
- Installation of 2 new Wireless Access Points at Nursing Home to help sustain increase in Video Visitation

- DoC Issue with system automation between Zuercher and Keefe Software
- Meet with Maintenance and HVAC Vendor Project Kick Off Meeting for final consolidation of HVAC Adding Administration Building and Nursing Home to core HVAC system
- Move Nursing Home Staff – Restorative and Heritage Health Care staff from Activities Temporary Location back to Heritage Health Care Office, relocated 2nd Floor and First Floor Staff to different offices.

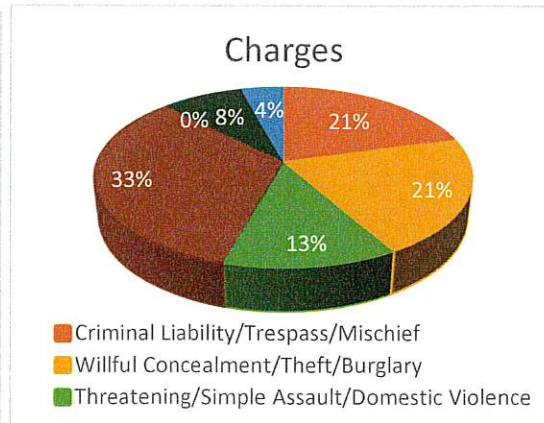
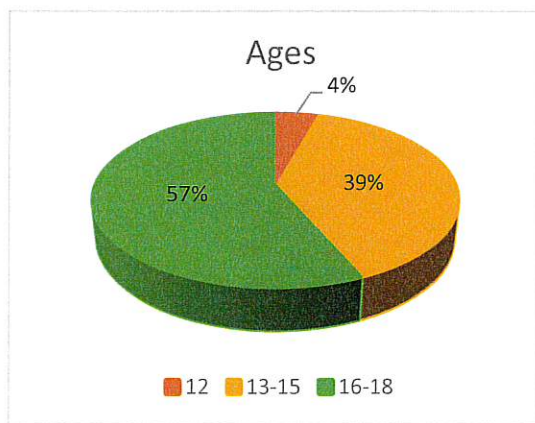
AS Director DePalo arrived and gave the following report:

Director's Report: Alternative Sentencing staff continue to work in the office and remotely as school schedules has hindered the ability for staff to return full time. As of 9/3/2020 NH Healthy Families has approved our LADC to be enrolled as a provider. This month we will begin sending our claims to NHHF and will respond to denials in a timely manner. As we have opened all of our locations we have quite a few individuals who continue to request telemeetings due to fear of COVID. We are allowing both in person and telemeetings as appropriate on an individual basis. AS staff have been monitoring COVID cases in the county to ensure we are making the best decisions for our staff, participants and the community.

Juvenile Restorative Justice

Grafton County Juvenile Restorative Justice Program is to promote community-based alternatives to the formal court process that; promote positive youth development, safer communities, integrates restorative justice practices, intervenes at the earliest possible opportunity and promotes reduction in juvenile crime and recidivism

Program	Active Participants	New Participants	Completed	Cases Returned
CADY	2	1	0	0
VCD	10	9	2	0
GCJRJ	2	0	0	0
TOTALS	14	10	2	0



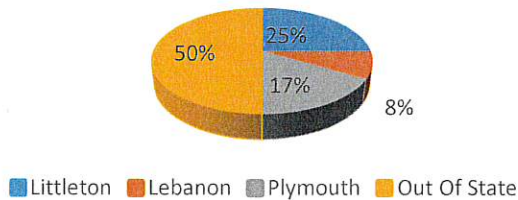
Juvenile numbers remain low throughout the county. With the courts remaining closed there has been a lack of referrals as many departments are referring after adjudication. We have one participant from Coos County at this time. The Director continues to network within Coos County and meet police department juvenile officers in hopes to increase the buy-in with the program. The Director has been engaging more Grafton County police departments as the majority of referrals are coming from Littleton.

Adult Diversion & Program

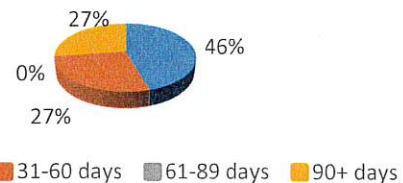
Grafton County Adult Diversion Program is to hold an eligible offender accountable while providing the resources, skills, and education to reduce the risk of committing crimes in the future. This program is an alternative to prosecution and offers a defendant a chance to avoid criminal conviction and other punitive sanctions including fines, probation and incarceration.

Program	Active Participants	New Participants	Graduated	Fees	Prospective Participants
Felony	11	0	2	\$1525	4
Misdemeanor	2	1	1	\$535	1

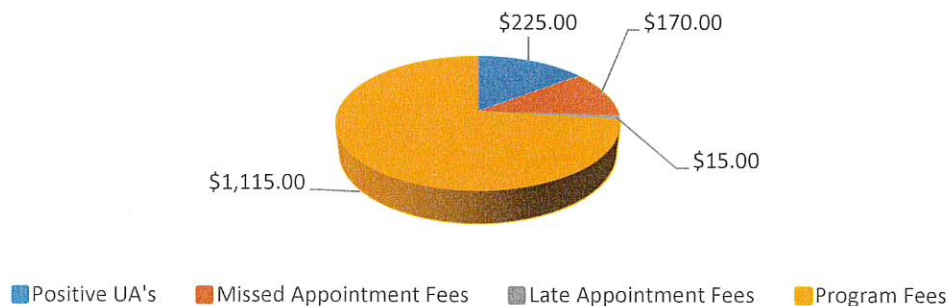
Geographics



Plea to Acceptance



Amount



There have not been many changes with Adult Diversion this month. Participants have continued to participate in virtual meetings and conferences which has been well received and seems to be

working well for all involved. There are a few participants that we have begun to be seen in person which has been working out wonderfully.

We have seen a decrease in referrals during the COVID-19 pandemic, likely due to limited Superior Court hearings. We continue to inform the County Attorney's office of our availability and will work with them when courts resume to ensure all appropriate individuals are placed in the programs accordingly.

We began our Relapse Prevention Program which currently has 5 participants. The participants seemed to be very engaged and enjoying the group thus far. We have begun creating an IOP curriculum in hopes to bring an IOP program to this area.

The team updated handbooks and contracts to reflect the increase in program fees and add new programs we have added, this will go into effect in October.

C.A.R.E & C.A.R.E+

The Grafton County C.A.R.E+ Program designed to support individuals who have been convicted and are under supervision to connect to services and stay active in a therapeutic environment. C.A.R.E+ stands for Community, Assessment, Re-Entry and Education + Supervision, the focus of this program is to assist individuals in giving back to their community while creating a successful foundation and becoming a productive member of society.

Program	Current	New	Completed	Program Fees	Prospective
C.A.R.E	9	1	2	\$0	7
C.A.R.E+					1

C.A.R.E has been a great addition to the Alternative Sentencing Programs, while offering support to probation and parole we have increased our community connections through the needs of the participants. We have been working with Farnum on a regular basis to ensure those who need inpatient are able to get in within a timely fashion and have increased communications with community mental health providers as well as primary care.

This month there has been lots of communication with the County Attorney's office around CARE+ and who would be an appropriate referral. We have one individual pending a court order before they will be considered part of this program. Staff are happy to receive this potential client and look forward to more referrals.

Mental Health Court

Grafton County Mental Health Court seeks to provide an effective and meaningful alternative to the traditional criminal justice system for individuals with a mental health illness. Our goal is to promote prompt intervention, education, treatment and recovery in order to improve the quality of the individual's life, reduce recidivism and improve community safety

Location	Active Participants	New Participants	Veteran Participants	Prospective Participants	Completed
<i>ASSERT Littleton</i>	2	1	0	6	0
<i>HOH Lebanon</i>	10	0	3	8	2
<i>PMHC Plymouth</i>	5	0	0	5	0
TOTALS	17	1	3	19	2

MHC has continued to accept referrals throughout the COVID-19 pandemic. We are providing telehealth treatment and holding bi-monthly tele-meetings with the MHC teams and participants. We continue to struggle to find participants housing/shelter and treatment services are not adequate at this time. We have seen an increase in drug and alcohol relapses as well as mental health crises. Although we are seeing increases in negative behaviors we are also seeing many participants that are thriving and overcoming the challenges being presented by COVID-19, mental illness and SUD. Our Mental Health Coordinator has been able to get back into the Plymouth office and meet with participants. This has been extremely helpful for many that are struggling with increased Mental Health issues and substance abuse relapses.

The Governor's Commission on Mental Health Courts will be submitting their recommendations to the Governor in October. We hope to see some outline for best practices and national standards being brought up.

We have begun communications with the County Attorney around starting a Felony Level Mental Health Court. At this time, we only have Mental Health Court for Misdemeanor level offenses, therefore we are not serving a large population. Historically there has been push back from the superior court judges in terms of time on the docket to support this program, hopefully with the support of the County Attorney we will be able to persuade them to have more open discussions about the need of his program for the county.

Budget Report

	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP
JRJ	\$100	\$100	---	---	\$3000	---	\$4000	---	---
AD	\$520	\$670	\$190	\$40	\$937.30	\$330	\$70	\$425	\$1650
MISSED	\$25	---	\$25	---	---	\$50	---	---	\$170
LATE	---	---	---	---	---	---	---	---	\$15
+ UA's	\$50	\$125	\$100	---	---	---	---	\$25	\$225
MRT	\$65	\$35	---	\$5	\$5	\$35	\$70	---	\$35
CARE	---	---	---	---	---	---	---	---	---

MISSED	---	---	---	---	---	---	---	---	---
+ UA's	---	---	---	---	---	---	---	---	---
BDAS	\$5525.30	\$3923.70	\$3807.10	\$5573.70	\$5898.20	\$5124.90	\$3998.50	\$1656.60	\$1885.40
Totals	\$6285.30	\$4853.70	\$4122.10	\$5618.70	\$9840.5	\$5539.90	\$8138.50	\$2106.60	\$3980.40

AS Director DePalo had a discussion with the Commissioners regarding the need for changes in the State of New Hampshire in terms of the requirements needed for councilors to obtain their licenses. They also discussed the need for sober living housing and mental health care. She stated that there are a lot of things going on in the County right now and at the top of her list is the housing issue as there are more and more of their clients that are becoming homeless. She explained that the focus right now is on substance use and it is being forgotten that the underlying condition is always coming back to mental health and if you don't help with the mental health disorders, you are not going to be able to take care of the substance abuse disorders. She told the Commissioners to let her know if they think of anything else she can to do help with these issues.

10:46 AM with no further business the meeting adjourned.

Respectfully Submitted,



Marcia Morris
Clerk