

GRAFTON COUNTY COMMISSIONERS' MEETING
3855 Dartmouth College Highway
North Haverhill, NH 03774
December 4, 2017

PRESENT: Commissioners Lauer, Ahern and Piper, County Administrator Libby, Admin. Asst. Norcross.

OTHERS PRESENT: Sheriff Dutile, HR Director Clough, Nursing Home Administrator Labore, Gretchen Wentworth, David Wentworth, Beverly McKinley, Barbara Van Sickle, Douglas Van Sickle, Bill Clark.

Sheriff Dutile arrived to discuss an issue with the purchase of the three (3) new cruisers. He stated that they were much higher than they anticipated and budgeted for. Sheriff Dutile explained that in 2016 when he asked for rough numbers for FY18 budgeting purposes he was told that there would not be a significant price increase as the vehicles are staying the same. The price on these cruisers is \$1,350 more per car. He stated that his budget for the cruisers also includes the transfer of equipment from the old cruisers to the new cruisers. This costs roughly \$2,500 per car to change this over. He stated that when everything is taken into account he is \$3,500 short for the purchases of the three (3) new cruisers and the transfer of equipment. Sheriff Dutile stated that they will be selling three (3) of the old cruisers this year. He would like to take \$3,500 from the sale of the three (3) old cruisers and put it into this line item so he is not short rather than that money being put back into the general fund.

Commissioner Ahern moved to approve Sheriff Dutile's recommendation to take \$3,500 from this year's cruiser sale and put that into his cruiser purchase line to cover the additional costs of the cruiser purchase. Commissioner Piper seconded the motion and all were in favor.

Sheriff Dutile then requested to go into nonpublic session

* 10:07 AM – Commissioner Ahern moved to enter into non-public session for the purposes of discussing the dismissal, promotion, or compensation of any public employee or the disciplining of such employee according to RSA 91-A:3, II (a) Commissioner Piper seconded the motion. This motion requires a roll call vote, Commissioner Lauer called the roll. Commissioner Lauer “yes”; Commissioner Ahern “yes”; Commissioner Piper “yes” Commissioner Lauer stated that a majority of the board voted “yes” and would now go into non-public session.

*10:16 AM Commissioner Lauer declared the meeting back in public session.

Commissioner Ahern 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 Piper seconded the motion and all were in favor.

HR Director Clough arrived and gave the following report:

Grafton County Human Resources Report
Karen Clough, Human Resources Director
December 4, 2017

HR Activity Report (11/07/2017-12/01/2017)

• ***New Hires***

<u>Department</u>	<u>#</u>	<u>Position(s)</u>
Nursing Home	3 (1 FT, 2 PT)	2 Dietary, 1 RN

• ***Separations***

<u>Departments</u>	<u>#</u>
Nursing Home	7 (2 FT, 2 PT, 3 Per Diem)
DOC	2 (2 FT)

Reasons:

Resignation / another job – 3
Resignation during probation - 3
Unable to meet per diem requirements – 2
Probationary termination - 1

• ***Status Changes/ dept transfers:***

Department:
Nursing Home: 1 FT LNA To Alt. Sentencing Admin Asst.
1 Per Diem LNA to FT LNA
1 PT Unit Aide to FT Unit Aide

Leave of Absences as of December 1, 2017

<u>Department</u>	<u>#</u>	
Nursing Home – Nursing	8	(7 are intermittent, 6 for self, 2 for family)
Nursing Home – Non-Nursing	7	(7 are intermittent, 5 for family, 2 for self)
County Atty.	2	(1 Intermittent, 1 self, 1 family)
Deeds	1	(Intermittent, Family)
DOC	1	(Self)
Commissioners' Office	1	(Intermittent, family)
Maintenance	1	(Family)
TOTAL:	21	

Scheduled to orient December 6, 2017

1 FT LNA
1 FT Laundry Aide

Current Jobs posted/advertised

Dietary Aide's

LNA's (9.55 FTE's vacant)
RN/LPN (5.05 FTE's vacant combined)
CO's
Asst. County Attorney (Jan. 2018)

Other: Should receive GMR for health insurance within next couple weeks
Union Contracts copied and ready for distribution
Primex here for Supervisor Training 12/5 – 27 supervisors attending

NHA Labore arrived and gave the following report:

Grafton County Nursing Home
Commissioner's Report
December 04, 2017

Census:

Medicare: 6
Medicaid: 93
Private: 31
Total: 130

Year-To-Date Numbers:

2017 Totals

Admissions (YTD) 63
Deaths (YTD) 50
Discharges (YTD) 15

1) New Survey Regulations

- Went into effect 11/28

- New Survey Inspection Process – NHA Labore explained that the surveys are all computer based now. A lot of what was done under the old system was a lot of interaction and discussion with staff regarding the daily flow with the residents. Under the new inspection process the surveyors are not to talk to staff, they are taken through step by step on their computers. NHA Labore stated that this is going to be very black and white. If the computer tells the surveyors to give out a deficiency they have no choice but to give out the deficiency. He stated that this will create a greater opportunity for deficiencies as the surveyors used to be able to use their own discretions based on everything as a whole. Commissioner Piper asked what the reason is behind going to a computer based survey. NHA Labore explained that CMS felt that there was too much inconsistency across states with different programs being used so as of November 28th all survey teams across the country

now use this program. It is supposed to get rid of the inconsistency and get everyone on the same page.

- 2) NHAC Alternative Plan Discussion
 - DHHS is supposed to present their proposed plan during a meeting in December.
- 3) Electronic Medication Administration Program
 - April 1st 2018 “go live” – NHA Labore stated that January – March they will be having many trainings with the staff through Point Click Care to prepare them to implement this new program.
- 4) Thanksgiving Celebration – NHA Labore recognized everyone who helped make this year’s Thanksgiving Celebration a success. He stated that they had 150 RSVPs for the event which was double from last year.

Annual Report Dedication

The Commissioners presented their FY 2017 Annual Report Dedication to the individuals that they have selected from their respective districts. Commissioner Lauer selected Dave Wentworth from Sugar Hill, Commissioner Piper selected Bev McKinley from Enfield and Commissioner Ahern selected the late Skip Van Sickle from Holderness. Each of the nominees was presented with a personalized copy of the Annual Report.

Commissioner Lauer asked if everyone had a chance to read the minutes from the November 28th meeting. Commissioner Piper had a few edits.

Commissioner Ahern moved to approve the minutes from November 28, 2017 as amended. Commissioner Piper seconded the motion and all were in favor.

The Commissioners signed check registers 29; 1080-1081

CA Libby submitted the Superior Court Report for the month of November for the Commissioners review.

CA Libby informed the Commissioners that former Register of Deeds and Treasurer Carol Elliott passed away.

CA Libby explained to the Commissioners that HSA Bishop had been approached by someone at the North Country Health Consortium looking for office space to provide outpatient counseling and to hold on an as needed basis (on weekends) for an impaired driver course. They currently have space in the Tri County Cap office in Woodsville but that office building is being sold. CA Libby stated that there are a couple of options they may have here on the complex but wanted the Commissioners’ thoughts. Commissioner Lauer said that she thinks that the opportunity to bring in rental income and serve the residents of Grafton County would be great. The Commissioners all agreed to pursue the opportunity.

* 11:35 AM – Commissioner Ahern moved to enter into non-public session for the purposes of consideration of the acquisition, sale, or lease of real or personal property which, if discussed in public, would likely benefit a party or parties whose interests are adverse to those of the general community according to RSA 91-A:3, II (d) Commissioner Piper seconded the motion. This motion requires a roll call vote, Commissioner Lauer called the roll. Commissioner Lauer “yes”; Commissioner Ahern “yes”; Commissioner Piper “yes” Commissioner Lauer stated that a majority of the board voted “yes” and would now go into non-public session.

*11:54 AM Commissioner Lauer declared the meeting back in public session.

Commissioner Ahern 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 Piper seconded the motion and all were in favor.

Commissioner Issues:

Commissioner Piper attended the NHAC Executive Committee meeting on Friday. There were updates on new committee members, and minimal conversation on the Medicaid Managed Care. She stated that she is the new Chairperson of the Legislative Committee.

Commissioner Ahern stated that there is new legislation that has been submitted regarding the amount of hours retirees can work after being retired. There has been an amendment submitted by Senator Carson stating that retirees cannot work more than twenty (20) hours a week; right now it is thirty two (32). He stated that one of his constituents noted that this would have a significant adverse impact on the small town police departments.

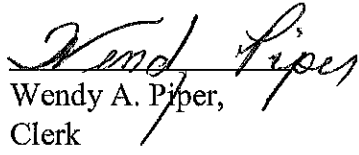
Commissioner Ahern stated that he walked the county property with the County Forester last week and noted that the county has some very nice property.

Commissioner Lauer stated that she spoke to Shelley Hadfield and the Director of Community Development at CDFA and they have made some suggestions for the Commissioners’ Housing and Community Development Plan. She stated that she has forwarded the email to her fellow Commissioners for their review.

Commissioner Ahern attended the Ashland Economic Development Community meeting. They were talking about the L.W Packard Building in Ashland. He stated that there were 55-60 people in attendance and there is a lot of excitement about this piece of commercial property.

12:10 AM with no further business the meeting adjourned.

Respectfully Submitted,


Wendy A. Piper,
Clerk