

GRAFTON COUNTY COMMISSIONERS' MEETING

3855 Dartmouth College Hwy.

North Haverhill, NH 03774

February 7, 2017

PRESENT: Commissioners Lauer, Piper & Ahern, County Administrator Libby and Admin Assistant S. Norcross.

OTHERS PRESENT: County Attorney Lara Saffo, Nursing Home Administrator Craig Labore, Human Resources Director Karen Clough.

Commissioner Lauer called the meeting to order at 9:00AM and began with the Pledge of Allegiance led by Commissioner Ahern.

County Attorney Saffo arrived and requested to temporarily adjourn the meeting.

\*9:00 AM Commissioner Ahern moved to temporarily adjourn this meeting for the purpose of consulting legal counsel. Commissioner Piper seconded the motion and all were in favor. Commissioner Lauer stated that they will now adjourn this public meeting for the purpose of consulting with legal counsel. The public must leave the meeting room and the door will be closed.

\* 9:26 AM Commissioner Lauer reconvened the meeting.

Commissioner Lauer asked if everyone had a chance to read the minutes from the January 31<sup>st</sup> meeting. Commissioner Ahern had a couple edits.

Commissioner Ahern moved to approve minutes from January 31<sup>st</sup> 2017 meeting as amended. Commissioner Piper seconded the motion and all were in favor.

Nursing Home Administrator Labore arrived and gave the following report:

Grafton County Nursing Home

Commissioner's Report

February 07, 2017

Census:

Medicare: 9

Medicaid: 95

Private: 26

Total: 130

Year-To-Date Numbers:

2017 Totals

Admissions (YTD) 9  
Deaths (YTD) 6  
Discharges (YTD) 1

Other Topics:

Impacts on GCNH:

Concerns re: Medicaid Managed Care – NHA Labore stated that Commissioner Ahern had asked him about his concerns regarding Medicaid Managed Care. He handed out the attached PowerPoint to review with the Commissioners and answered various questions.

Family Day – August 18<sup>th</sup> 2 pm-4pm. NHA Labore stated that typically it has always been the Saturday before Mother’s Day to kick off Nursing Home Week. The last two (2) years they have had a Carnival Day and it has been a great success. This year they would like to incorporate Carnival Day into Family Day and have decided to do it in August.

NHA Labore stated that last week the Commissioners authorized him to spend up to \$20,500 on a new washer. He noted that they received the second quote for the washer and that came in at \$19,125.00 so they have gone with that company to purchase the washer.

The Commissioners signed check registers 1123; 1129-1130.

County Administrator Libby submitted the GCDoC Superior Court Report for the Commissioners review.

Human Resources Director Clough arrived and gave the following report:

Grafton County Human Resources Report  
Karen Clough, Human Resources Director  
February 7, 2017

**HR Activity Report (01/09/2017-02/07/2017)**

• ***New Hires***

<u>Department</u>	<u>#</u>	<u>Position(s)</u>
Nursing Home	7 (2 FT, 5 PT)	1 LPN, 3 LNA’s, 3 Dietary Aides
Sheriff’s Office	1 (1 PT)	1 Special Deputy
DOC	1 (1 PT)	1 Correctional Officer

• ***Separations***

<u>Departments</u>	<u>#</u>
Nursing Home	1 (1 PT)
DOC	1 (1 FT)

**Reasons:**

- 1 Left for a job with more available hours
- 1 Discharge

- **Leave of Absences as of February 7, 2017**

<u>Department</u>	<u>#</u>	
Nursing Home – Nursing	9	(9 are intermittent, 7 for self, 2 for family)
Nursing Home – Non-Nursing	6	(5 are intermittent, 4 for family, 2 for self)
Non-Nursing Home	<u>1</u>	(1 for self)
TOTAL:	16	

**Scheduled to orient February 15<sup>th</sup>**

(1) Full-time LNA

**Current Jobs posted/advertised**

- Assistant Director of Nursing
- Housekeeper - PT
- Dietary Aide's
- LNA's
- RN/LPN & Unit Manager

**OTHER:**

Basic Supervisory Training – Friday February 10<sup>th</sup> presented by Mary Kimmel, MKS Performance Solutions

Wage Chart Follow up – Commissioner Ahern stated that he is not ready to discuss these issues today and asked if next week would work. The Commissioners discussed moving next week's meeting to Monday due to time constraints next Tuesday. They want to make sure they have plenty of time to address everything on the agenda. CA Libby stated that she will check with the department heads that are scheduled next Tuesday to see if they are available Monday.

CA Libby submitted the following CDFA Documents for Commissioner Lauer to sign.

- Subrecipient Agreement: NH Alliance of RDC's
- Drawdown Request: NH Alliance of RDC's 2015 - \$98,226

CA Libby requested to go into nonpublic session.

\*10:07 AM - Commissioner Ahern moved to enter into non-public session for the purposes of consideration or negotiation of pending claims or litigation which has been threatened in writing or filed against the public body or any subdivision thereof, or against any member thereof because of his or her membership in such public body, until the claim or litigation has been fully adjudicated or otherwise settled. Any application filed for tax abatement, pursuant to law, with anybody or board shall not constitute a threatened or filed litigation against any public body for the purposes of this subparagraph according to RSA 91-A: 3, II (e). 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.

\*10:09 AM Commissioner Lauer declared the meeting back in public session.

Commissioner Issues:

Commissioner Ahern handed out a copy of the brochure from the Adult Diversion graduation.

Commissioner Piper confirmed the HISET Graduation for 5:00pm tomorrow in the Department of Corrections Lobby.

Commissioner Piper brought up an issue regarding the Beautician at the Nursing Home. The issue was salary related and Commissioner Lauer said that they will be able to discuss that in more detail during their budget meetings.

Commissioner Lauer and Piper were at the NHAC meeting on Friday at the Merrimack County complex. Commissioner Piper was elected to the Executive Committee and Legislative Committee. Commissioner Lauer was elected to the State and County Finance Committee. Commissioner Lauer also noted that in the Executive Council Commissioner Pappas was elected as Chairman; Kevin St. James was elected as Vice – Chair and Kevin Coil was elected as the clerk. She stated that there will be a Commissioners Council meeting this Thursday the 9<sup>th</sup>.

10:19AM With no further business the meeting adjourned.

Respectfully Submitted,

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Wendy A. Piper, Clerk