

GRAFTON COUNTY COMMISSIONERS' MEETING

Office of the Commissioners
3855 Dartmouth College Hwy.
N. Haverhill, NH 03774
Tuesday June 15, 2010

PRESENT: Commissioners Michael Cryans and Martha Richards and Secretary Martino

EXCUSED: Commissioner Ray Burton

Commissioner Cryans opened the meeting at 9:07

Commissioner Richards moved to approve the minutes from June 8, 2010 and was seconded by Commissioner Cryans. All were in favor.

The Commissioners signed the check registers.

Sec. Martino read a request for out of state travel on June 18th for Communication Director Andross to attend the Command, Control and Communication Vehicle Rally in Chantilly, VA, which would be incorporated into earned time and personal travel, and the APCO International Conference in Houston Texas July 31st through August 4th. Funding for the latter is in his budget.

Commissioner Richards moved to approve the two out of state travel requests for Communications Director Andross which was seconded by Commissioner Cryans. All were in favor.

The Commissioners received an invitation to meet the new Executive Director of Alumni Hall on the 25th of June from 4:30 – 6:30 PM.

Sec. Martino asked the Commissioners if had any consideration about using the ARRA Recovery Zone Economic Development Bonds as the deadline for decision is December 31st. Counties are required to have identifiably eligible projects or started the financing in order to qualify. If the County does not plan to request bonding, the Deputy State Treasurer requests waiving them to be reallocated back to the State. There were no projects with which the Commissioners would consider bonding at this point.

Nursing Home Administrator Bolander was unable to attend the meeting and Sec. Martino read the report NHA Bolander provided:

- Census at the NH is 130 with admission expected tomorrow
- The NH is preparing for a disaster drill on June 25th in conjunction with Cottage Hospital, Woodsville Ambulance, Dispatch, FD and Horse Meadow Senior Center. The goal for Grafton County is to develop a mutual aide agreement with Cottage Hospital's Dietary Dept. and Horse Meadow Senior Center for dietary related services should the Grafton County kitchen be out of service for a period of time.
- Delcie Vinnecombe was selected as Grafton County Nursing Home LNA of the Year and selected as NHAC LNA of the Year. This is the second year in a row that an LNA from Grafton County has been awarded both.
- Family Day preparations are being made for June 26th beginning at 2:00 PM.

NHA Bolander has been in touch with Sen. Shaheen's office regarding issues such as the FMAP extension and the DEA directive regarding narcotics and its impact on residents. Current DEA ruling puts a burden on nursing homes, physicians and pharmacies.

NHA Bolander, along with HSA Bishop attended a seminar of the New Hampshire Health Consortium re: Health Reform laws that will impact counties. Information will be shared with HR as several issues impact the work of the department and future employee benefits.

Medicaid rates have been issued and Grafton County has fared better than others with a rate of \$144.77 which speaks to the high acuity and information capturing of Grafton County Nursing Home according to NHA Bolander.

A letter was received from the Conservation District in request of some part time office space at the County so that they may be able to conduct some business closer to their community base. It has been learned that the CD will be moving to Orford and they would like to try to keep a personal presence nearer to Woodsville. The request was for a conference room so that they can hold their meetings locally and for a small part time office for their Administrative Assistant, who is also an employee of Grafton County.

The Commissioners felt that since their AA is a Grafton County employee and providing there is space available in the building, the request should be accommodated, which would include a computer, phone, etc.

COMMISSIONER ISSUES:

Commissioner Richards noted that that HHS has vacated their office at Whole Village and now people will have to go elsewhere for help. She said that they paid minimal rent at the location and it was a big disappointment to see them leave. Still in the building are New Hampshire Employment Security every Wednesday and a VA rep once a month, which are both heavily utilized.

Commissioners Cryans and Burton attended the Upper Valley Lake Sunapee Regional District's annual dinner last Thursday in Grantham.

On June 10th all three Commissioners as well as an audience of about 75 people attended the Ground Breaking for the new Jail. Each Commissioner spoke as did Executive Director Clough and Representative Mulholland. Father Statz blessed the site. The project is officially underway.

HSA Bishop arrived.

Commissioners Cryans and Richards attended the GED graduation on the 9th of June. There were a total of five graduates. Instructor Ken Stransky said that there have been a cumulative total of 62 graduates in the three years of the program.

Commissioner Cryans attended a presentation by HHS at DHMC on regionalization with presenter Deputy Commissioner of HHS Mary Ann Cooney. HSA Bishop and Grafton County Consultant Cindy Swart were also in attendance. HSA Bishop said they are still gathering information. Commissioner Cryans said part of his concern was funding, because so many people currently donate to agencies that are local to them. Moving areas will change that. HSA Bishop said the whole thing doesn't make a lot of sense to her and the project is just massive. Commissioner

Cryans added that there was always the problem with transportation and that people in the smaller communities may not be recognized properly.

HSA Bishop said that the Molar Express is looking for a place to hold their community clinics and she and NHA Bolander thought that perhaps Grafton County could offer some space. She said that the clinics would be open to the public, inmates and Grafton County employees. HSA Bishop recommended room in the basement of the Admin building. This would be a transient service. The Commissioners agreed with the concept of the proposal and feel that it would be a good thing to help the community. Sec. Martino said that HSA Bishop might need to check with Supt. Oakes first as he had discussed renting out that area to the SAU at one time. HSA Bishop will check and then proceed accordingly.

HR Director Mike Simpson arrived with his report.

Vacancies in Corrections include a part time Night Watchman, 4- Part time Correctional Officers, 1- Part time LPN and 1- Full time Correctional Officer for Community Corrections.

Vacancies in Nursing include 1- Full time RN or LPN and 1- Rehabilitation RN Full time.

There is 1- Part time Dispatcher needed.

- HRD Simpson said that he will be creating a summary of internal job posting so that people can see all the jobs that are available instead of just individual postings, he just need to go over it with the Union first.
- Davis and Towle will be here tomorrow to go over Life Insurance with anyone who needed to talk with them.
- The benefits fair was held on June 2nd and was a success. 100 employees attended. HRG Clough did a lot of the preparation work for the benefit and door prizes were awarded.

There are still some people who have not completed the information for the change over in health insurance and that is being addressed. Commissioner Cryans asked what happens to those who have not been informed. HRD Simpson said that they are trying to make contact with everyone. There are 20 regular employees and 10 retirees who they still need confirmation from. HRD Simpson said he felt that HR and Primex did a good job by providing 27 sessions for people to attend. Commissioner Cryans said that he would like to see everything possible done to minimize any problems. HRD Simpson said that he's not as concerned with regular employees as he can just stop in and see them but more with getting hold of retirees. Commissioner Cryans said that Commissioner Burton knows a lot of the people in this area and perhaps he could help locate those with whom they can't get in touch with.

Commissioner Cryans congratulated HRD Simpson on the benefits fair.

HRD Simpson said the White Mountain Community College survey went out last week in paychecks, and is due back by the 21st. He also emailed employees in case they want to respond that way. Commissioner Richards suggested sending a reminder.

The first Wellness Committee meeting will be held on July 14th and HR along with other employees are working to put a committee together. Walking, and smoking cessation will be discussed.

HRD Simpson wanted to publically congratulate HR Generalist Karen Clough for receiving her HR certification from the NH Bureau of Education and Training, which took 9 months to complete.

Register of Deeds Bill Sharp and Deputy Register Beth Wyman arrived. Commissioner Cryans began first by saying that if RD Sharp was looking to get a waiver of bid he would have to wait until the 22nd because it required a unanimous vote from all three Commissioners and Commissioner Burton was not present. The waiver of bid is for a scanner in the amount of \$6,690. Commissioner Cryans asked RD Sharp if the scanner is in the budget for FY11 and he replied that it was.

Commissioner Richards asked if despite the fact that the bid waiver had not been approved, did RD Sharp in fact already have the scanner and he said that it was already purchased and was in the Deeds office.

Sec. Martino asked if he also already had the \$9500 servers for which he needed the approval of the full Delegation to purchase from the surcharge account and which is also in the FY11 budget and he indicated that he had those also.

RD Sharp indicated that he needed these items in order to run the Deeds office properly and that he had to do what was necessary.

RD Sharp brought forth other items to the Commissioners, one being a system of fraud alert which people can sign up for online through Deeds which protects property owners from anyone trying to fraudulently alter documents.

RD Sharp is looking into a merchant capture machine through the bank.

RD Sharp brought forth suggestions regarding the security system that was placed in Deeds to watch the outside back door to the Admin building, and monitored by Deeds. He said that he had shut it off and would like it removed or to make other plans to monitor it. Sec. Martino said that the installation of the system went through the Joint Loss Management Committee and should probably be brought back to them. She said Director Clough was aware of the request from RD Sharp and was addressing it with JLC.

RD Sharp made a request of the Commissioners to have an interoffice mail box system with the "appropriate communication directive", stating in writing that the lack of such a system has been a constant source of irritation, and that the Executive Committee and County Administrators need to have the ability to communicate in an official manner with the Treasurer.

Commissioner Cryans said that in the particular case of passing information to the Treasurer, that if someone needed to get a hold of her, or anyone else in fact, for an official reason, there were many avenues to which that could be accomplished. He said that to expect that someone who is rarely at the County, to receive mail here did not make sense.

Sec. Martino said this request was also brought by RD Sharp to Director Clough and that she was aware of his request.

Commissioner Cryans said that he had been at the County for 13 years and has never encountered this as a problem. Sec. Martino said that most of the passing of interoffice mail goes through her desk and has not appeared to be an issue.

RD Sharp said that he would not be available to ask for the bid waiver next week, nor would his Deputy and asked that the Commissioners put it on their agenda for vote.

11:20 AM With no further business the meeting was adjourned.

Raymond S. Burton, Clerk