

## GRAFTON COUNTY COMMISSIONERS' MEETING

Budget Reviews

Board of Commissioners' Office

North Haverhill, NH

Thursday, March 31, 2011

PRESENT: Commissioners Michael Cryans, Omer C. Ahern Jr. and Ray Burton, Financial Coordinator Susan Cunningham and Secretary Jeri Martino

Nursing Home Administrator Eileen Bolander and Finance Mgr. Bryan Patanovich arrived. Rachel Clough Union Representative arrived for the presentation.

Commissioner Cryans called the Meeting to order at 9:06 AM and began with the Pledge of Allegiance led by B. Patanovich.

### **NURSING HOME**

NHA Bolander began with the Revenue. Room & Board- Medicaid has increased, but Room & Board - Medicare Part A has decreased because hospitals are keeping patients longer. Amount of decrease is \$171,554. Room & Board -Private pay is increased because the daily rate has been increased

There is an \$8000 decrease to Physician Billing because Dr. Defrahn has reduced her time.

ProShare is up \$100K but the BedTax is down \$125K due to the State budget.

Overall there is a 1.85% increase or \$177,204.

### ADMINISTRATION

Some items are up such as health insurance, retirement and wages but Building Insurance and Malpractice Insurance as well as Computer Hardware & Maintenance are down resulting in an overall decrease of 3.71% or approximately \$41K.

There was a discussion about how the PDA's are used and NHA Bolander said that the LNA's Dietary and Activity Aides input general information as to how the residents are cared for, and the results show up on the screen at the Nurses Station. This way the Nurse will know if the resident is "on track" with their routine. Commissioner Cryans asked if the PDA's have advanced over the years and NHA Bolander said they're pretty much the same but have a bit more information.

### DIETARY

There is a 4.77% increase in Dietary primarily due to wage and benefits.

Commissioner Ahern asked if there had been a meeting between the Farm Manager and NHA Bolander and she said that they had not met yet, but there is a plan to use the vegetables from the Farm in the Nursing Home. Commissioner Ahern said that according to the Farm, the Nursing Home uses about \$1800 worth of vegetables and NHA Bolander said she thought it was more like \$1100 which she thought was a good amount. Commissioner Ahern remarked that he did not think \$1100 worth was a good amount. NHA Bolander replied that its more than if they bought them from an outside vendor.

NHA Bolander explained that menus are prepared three months in advance so it's difficult to know what kind of vegetables will be available when. She said there is some leeway however. She said eggs can't be used because they're not pasteurized and meat could not be used because it must be stamped USDA and it would likely cost 1/3 more from the Farm. She said food procurement regulations are clearly outlined.

There was a discussion about whether or not Fitz Voigt has an agreement with any third party vendors and having Fitz Voigt involved in general.

Commissioner Ahern said he thinks there should be more interaction between the Nursing Home and the Farm regarding the purchasing of produce and he is very disappointed about the amount of produce used. NHA Bolander said one of the constraints the Nursing Home has is that there has to be a change up in the menu and you can't serve the same thing day after day and that's how the produce comes in. She said another obstacle is the limited storage space and the labor it takes to prepare fresh produce.

#### NURSING

There is a 4.25% increase

#### RESTORATIVE

There is a .86% increase. Commissioner Cryans asked about the reduction of staff education and what happens to the Nursing Home when that is reduced. NHA Bolander said you get a less educated staff. Commissioner Cryans stressed the importance of keeping the staff educated and said that there really is nothing to be gained by reducing the amount of education.

#### HEALTH INFORMATION MANAGEMENT

Education and Conference increased because of the new HPPA regulations and the need to be compliant by January 2012.

#### THERAPEUTIC RECREATION (Activities)

Increase of 9.23%, primarily Health Insurance.

#### PLANT MAINTENANCE

Up 8.9% due to increase in Electricity and Fuel.

#### ENVIRONMENTAL SERVICES , PHARMACY & SOCIAL SERVICES

Increased

#### CONTRACTED SERVICES

Reduced 8.63%

#### CAPITAL EXPENSE

NHA Bolander said she would like to replace the carpeting in one particular area as it is stained to the point of not being able to clean it. Replacement would be in the form of vinyl planking.

Amount for this would be \$7305

Overall the Nursing Home expenses are up \$512,440 from last year or 3.9%.

Commissioner Burton asked NHA Bolander what decisions that the State might make that will affect the Nursing Home and she replied that there will likely be a 25% decrease in the MQUIP money. This budget reflects figures for a 50% decrease so the revenue line could increase. The Medicaid rates won't be known until the first of July.

Commissioner Ahern asked how much of the Nursing Home budget is due to unnecessary regulations and NHA Bolander said that in general, much time is spent on over regulation, in particular documentation. She said she did not have a definitive answer regarding what cost impact that may have on the budget.

B. Patanovich talked about the "triple check" meetings that make sure that all the required paperwork is properly filled out so that the billing is done correctly.

There was a discussion about the Administrator in Training and time spent. NHA Bolander said that she is a full time Assistant Activity Director but works with NHA Bolander during breaks and off time.

Social Service Consultant Cindy Swart and Human Services Administrator Nancy Bishop arrived.

Commissioner Ahern said that based upon information that was brought to light about the actual time, money and labor factors regarding the pilot biodiesel program that Dr. Farag was planning to request a grant for, Commissioner Ahern asked that Dr. Farag not apply for the grant. He said there is already a lot going on at the County and this will not fit in.

## **SOCIAL SERVICES**

C. Swart presented the Commissioners with the report of the Social Service Agencies that applied for funding as well as the salaries of the Executive Directors and or their agents.

Commissioner Burton said that while listening to this presentation he would hope to see the monies allocated out equally among the three Commissioner districts, that there are no illegal activities of the agencies presented and that the smaller agencies are taken into consideration as well.

Commissioner Burton asked about audits of the agencies and C. Swart replied that some have audits done but many of the smaller agencies do not.

C. Swart went down the list of agencies, described what they provide in the way of services and what she thought their funding should be. The Commissioners were all fairly familiar with most of the agencies and their questions pertained to costs and service areas.

Commissioner Ahern said that he thought that the Rotary Clubs may be able to help fund some things such as North Country Alzheimer's, but they just have to know what the need is. Commissioner Cryans said he is very familiar with asking for donations and funding and said that

to suggest that the churches are going to be the ones to fill the needs of the people is ludicrous. He said he just doesn't know how the churches are going to be able supplant the service agencies.

Commissioner Ahern noted for the record that he is 110% in favor of the CADY program.

Commissioner Cryans asked HSA Bishop how the funding was distributed after it was approved and she said that quarterly payments are made to the agencies after they send in the proper reports.

Total amount recommended by C. Swart for funding is \$573,750.

The Commissioners thanked C. Swart for her work.

Upon adjournment of the meeting the Commissioners will tour the new Jail facility

12:27 PM With no further business the meeting adjourned.

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Raymond S. Burton, Clerk