

EXECUTIVE COMMITTEE MEETING

Administration Building
3855 Dartmouth College Highway
North Haverhill, NH
March 19th 2018

PRESENT: Representatives Sykes, Darrow, Smith, Abel, Campion, Maes, Ham and Schwaegler. Commissioners Lauer, Ahern and Piper. County Administrator Libby, Admin. Assistant Norcross

OTHERS PRESENT: Treasurer Hill, Nursing Home Administrator Labore, Human Services Administrator Bishop, IT Manager Ruggles

EXCUSED: Rep. Binford

Rep. Sykes called the meeting to order at 9:00 am and began with the Pledge of Allegiance led by Rep. Schwaegler.

Rep. Campion moved to approve the minutes from the January 22nd meeting. Rep. Darrow seconded the motion and all were in favor. Reps. Smith and Ham abstained.

Treasurer Hill gave the following Treasurer’s report:

TO: GRAFTON COUNTY EXECUTIVE COMMITTEE
FROM: KAREN LIOT HILL, TREASURER
SUBJECT: TREASURER’S REPORT
DATE: MARCH 19, 2018



CURRENT CASH POSITION (as of 02/28/18)

Grafton County General Fund

Checking Account (ICS @ 1.31%)	\$ 5,899,228.57 (Woodsville Guaranty Savings Bank)
Money Market (1.10%)	\$ 1,502,940.02 (TD Bank)
CDARS (1.25%)	\$ 2,003,839.27 (Mascoma Savings Bank)
Certificate of Deposit (CD - .75%)	\$ 500,000.00 (Meredith Village Savings Bank)
General Fund Municipal Savings Acct (.50%)	\$ 2,174.10 (Mascoma Savings Bank)

Grafton County Committed Accounts

Deeds Surcharge CD (.60%)	\$153,270.12 (Woodsville Guaranty Savings Bank)
Dispatch Capital Reserve (.35%)	\$180,483.23 (Service Credit Union)
Nursing Home Capital Reserve (.30%)	\$ 96,169.02 (Woodsville Guaranty Savings Bank)

RECENT TRANSACTIONS of NOTE

- The Combined Accumulated interest in the current fiscal year (7/1/17-02/28/18) \$39,022.91

Rep. Schwaegler moved to approve the Treasurer's report. Rep. Abel seconded the motion and all were in favor.

Commissioner Lauer gave the following Commissioners' Report:

Commissioners' Report

March 19, 2018

- Grafton County Farm and Forest Day is June 23, 2018
- FY 2019 Budget
 - Commissioners have been meeting with Department Heads to review budget requests. During April the Commissioners will meet to finalize their recommended FY 2019 budget.
 - Commissioners' Budget will be out at the beginning to middle of May
 - Final Health Insurance Rates for FY 2018 will be set this month – the County received a 41.69% increase Not-to-Exceed from NH Interlocal Trust. After final rates are set – the Commissioners will be making a decision regarding health insurance coverage for FY 2019.

Rep. Darrow moved to approve the Commissioners' report. Rep. Smith seconded the motion and all were in favor.

CA Libby gave the following County Administrators Report:

County Administrator's Report

March 19, 2018

- ❖ Jail Census: 77 in-house; 2 on Electronic Monitoring; 14 Pre-trial; 13 FIRRM
- ❖ Nursing Home Census: 129

Financial Reports – FY 2018:

- ❖ Monthly Variance Report
 - Revenue:
 - Through eight (8) months in the fiscal year most department revenues are running slightly behind.
 - The Nursing Home is gaining ground but is still running behind due to a lower than projected Medicare population. We budgeted for an average of 7 and YTD we have had an average of 4.326. We also budgeted revenue for an average of 1 Veteran and to-date have had none. We are running higher than projected on Medicaid patients however because the reimbursement is so much lower it has not offset the difference. We are also been running slightly

Grafton County Executive Committee Meeting

March 19, 2018

Page 2 of 5

higher than projected on the Private Pay residents. The Medicaid reimbursement rate for 1/1/17 did increase to \$175.46, which is higher than budgeted. I expect to see a decrease in the deficit as the year progresses.

- Proshare/Bed Tax – ProShare is a lump sum payment received all at once in June. Bed Tax is paid quarterly. We have not received the second quarter payment yet.
- Department of Corrections: FIRRM program started out slower than anticipated with fewer participants. Community Corrections revenue is behind. Also budgeted for an RSAT (Residential Substance Abuse Treatment) grant which has been recently received. We are also behind on payments for the Governor’s Commission funding. This will get fully collected by yearend.
- Farm: The Farmstand had an off year. Revenue projections were for \$60,000 total receipts at this point are \$50,337.53. The price of milk has dropped \$3/hundred weight in the past month. Milk is currently \$14.88 this is projected to be the low point. The Farm revenue depends heavily on the price of milk and our production.
- Alternative Sentencing – Majority of revenue is a quarterly grant reimbursement. The first 2 quarter monies have now been received. This grant is a reimbursement of expenditures – the revenue is behind but the expenses are also down. Also included in the revenue is Medicaid funds. We have been approved as a Medicaid provider and are finalizing things before we begin receiving funding.

○ Expenses

- At the eight (8) month mark there are several departments showing ahead of where they should be with expenditures:
 - Alternative Sentencing Department – requested funds from the Drug Court budget to hire an Administrative Assistant. Transfer of funds has not yet been completed.
 - Bond Payments – all principal payments for the year have been made. Line items will not be over-expended at year end.
 - Nursing – Contract Nurses – the budget was for \$657,471 through eight months \$617,419.69 has been spent. Tracking to spend over \$1M which will be over-expended by \$350,000.
 - Overall the budget is still under expended by \$287,273.41

❖ Pro-rated Report –

- 66.67% of the fiscal year completed. On the pro-rated report I factor in the revenue and expenses that are either over or under at this point in the fiscal year. Based on the February report we are at 66.36% which is under where we should

be and at 63.52% or under expended by \$1,352,500. This all factors into the unassigned fund balance which at this point is \$2,155,747.

- ❖ Over Expenditure Report
 - There are several over-expended accounts
 - ❖ A couple of them are benefit related and occurred due to a change in staff and unanticipated benefits.
 - ❖ One is a 100% revenue offset.
 - ❖ AS Supplies – underestimate of utilization.
 - ❖ Maintenance Vehicle R&M – due to aging vehicles and unanticipated repairs

Rep. Smith moved to approve the County Administrator's report. Rep. Campion seconded the motion and all were in favor.

ITM Ruggles arrived to discuss the antivirus software update as requested by the committee. He stated that he terminated their agreement with Kaspersky. There were a lot of concerns regarding that decision and he did note that after nine (9) years they never became infected with any malware. They are now using Bit Defender out of Romania. He stated that they looked into three (3) different companies and after a lot of research and reference checks they chose Bid Defender. He enrolled in a three (3) year contract which resulted in them receiving one (1) year for free with a discount. He stated that this new software is working out well so far but noted that there is a language barrier and they have been promised that they will be getting more US techs as this company is growing at a rapid rate. He stated that this was a large job in switching all systems over to this new antivirus software and took him and his two (2) staff roughly three (3) weeks of man power to complete the update but it was completed before the deadline when Kaspersky would no longer update. Rep. Sykes asked for more information regarding the process IT Manager Ruggles to come to the decision to use this software. IT Manager Ruggles stated that he did extensive research using online resources noting that he stayed away from any bias sources. He also noted that they brought in a demo of the software and ran it with test viruses and was impressed with the overall system. Rep. Schwaegler asked if IT Manager Ruggles knew of any other counties using this software. He stated that he did not but he did have references from Bid Defender and spoke with two (2) county facilities in other states who were very pleased with the software. Rep. Campion asked if he knew what other counties are using. IT Manager Ruggles stated that unfortunately the IT Managers in the ten (10) counties do not meet but he has reached out to them during his tenure here to work through various issues. IT Manager Ruggles noted that antivirus software is not 100% effective but they are doing everything they can to prevent any issues from coming up. The committee thanked IT Manger Ruggles for coming in and giving them an update.

Medicaid Managed Care Subcommittee Update - 9:30

Rep. Campion stated that Executive Committee formed a subcommittee to study and understand what they might do as a county to plan in anticipation of implementation of Medicaid Managed Care for nursing facilities. She stated that the bill of greatest relevance to this topic is HB1816 which was amended in Health and Human Services. It was passed as amended and now

presumably will be coming to the House. The bill itself effectively terminates stage 2 and stage 3 of Medicaid Managed Care including nursing facilities. This has been a recommendation from anyone who has looked at how Medicaid Managed Care has been implemented for populations beyond acute care. She stated that the Commissioner had published a report and a plan for implantation for Medicaid Managed Care for the state that was released significantly later than anticipated and after the legislation had been written after the committee could consider. There is conflict between what DHHS and the Commissioner have published and what the counties have recommended with HB1816. She invited Nursing Home Administrator Labore who has been on the committee to discuss prior legislation about Medicaid Managed Care to discuss the details of these discussions with the Committee. NHA Labore went on to discuss these details with the committee as to what Medicaid Managed Care would do to nursing homes and answered various questions from them. He stated how important getting their fellow representatives to vote in favor of HB 1816 was. The Committee thanked NHA Labore for the update.

CA Libby handed out the Executive Committee budget meeting schedule.

The Executive Committee also discussed the need for the Delegation vote to set Elected Official salaries. CA Libby stated that the salaries need to be set before the filing period opens which is the first week in June. CA Libby stated that typically the May meeting they schedule the full Delegation and Executive Committee meeting. She asked the committee for any information they would like to have going into that meeting to set salaries. Rep. Sykes stated he would like to know how long the current salaries have been in place as well as the COLAs for county employees during that time frame. Rep. Campion asked for the current elected officials salaries in the other New Hampshire counties. Rep. Smith stated that everyone needs to remember that they are setting salaries for a position not an employee.

The Executive Committee set the full Delegation meeting to set Elected Officials Salaries at 9am on May 21st with the Executive Committee to immediately follow.

Commissioner Ahern stated that SB443, Electric Freedom Bill has passed in the Senate and is now moving to the House. Rep. Ladd had submitted this bill eight (8) or so years ago but nothing ever came of it. Grafton County is held captive by Woodsville Water and Light and the statute states that the municipal power company may allow its customers to go outside to shop for electric but Woodsville Water and Light has not allowed Grafton County to go elsewhere. There is a Public hearing tomorrow and he strongly encourages the Representatives to vote in favor of the bill.

10:09 AM with no further business the meeting adjourned.

Sincerely,

Suzanne Smith, Clerk