

GRAFTON COUNTY COMMISSIONERS' MEETING

3855 Dartmouth College Hwy.

North Haverhill, NH 03774

April 4, 2017

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

OTHERS PRESENT: Farm Manager Kimball, HR Director Clough, Nursing Home Administrator Labore.

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

Farm Manager Kimball and Herdsman Brian Tillotson arrived and handed out prices for a dump trailer that was requested by Commissioner Ahern.

Farm Manager Kimball handed out pricing on three (3) dump carts that would suit their needs on the farm noting that he would only need one (1). He stated that he received this information from Blackmount Equipment as they are a dealer for these dump trailers. Commissioner Ahern stated that these prices are not prices you would receive if you went out to bid. He asked FM Kimball if in his opinion is this reasonable alternative to using the manure spreader. FM Kimball stated that it is not. This dump cart cannot spread manure. He explained that if they were to have this dump cart it would set from April to December as they take the manure directly from the barns to the fields and need the manure spreader to do so. Herdsman Tillotson stated that if they had to use a dump cart they would have to drive the manure down to the pit to dump it then take a tractor to move it so they would be able to store it. FM Kimball stated that he would like to invite the Commissioners down to see their operation so he can show them how everything is run.

Commissioner Lauer asked if everyone had a chance to read the minutes from the March 23rd budget meeting and the March 28th meeting.

Commissioner Ahern moved to approve the minutes from the March 23rd Budget meeting. Commissioner Piper seconded the motion and all were in favor.

Commissioner Ahern moved to approve the minutes from the March 28th meeting. Commissioner Piper seconded the motion and all were in favor.

The Commissioners signed check registers 1161-1165.

HR Director Clough arrived and gave the following report:

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

HR Activity Report (03/07/2017-04/04/2017)

- ***New Hires***

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

- ***Separations***

<u>Departments</u>	<u>#</u>
Nursing Home	4 (1 FT, 3 PT)
DOC	1 (FT)

Reasons:

- 1 Another job
- 1 Resigned without notice (orientation issues)
- 1 Relocation
- 2 Resignation – personal reasons

- ***Status Changes:***

Department:

Nursing Home: 2 Per Diem LNA's to FT
1 FT RN to per diem

- ***Leave of Absences as of April 4, 2017***

<u>Department</u>	<u>#</u>	
Nursing Home – Nursing	10	(8 are intermittent, 8 for self, 2 for family)
Nursing Home – Non-Nursing	7	(5 are intermittent, 5 for family, 2 for self)
TOTAL:	17	

Scheduled to orient April 5th

- (1) Full-time LNA
- (1) Per Diem LPN
- (1) PT Housekeeper

Current Jobs posted/advertised

Dietary Aide's

LNA's (8.85 FTE's vacant)

RN/LPN (5.9 FTE's vacant for LPN's and 0 vacancies for RN's)

OTHER:

Sign on bonus/referral bonus – HR Director Clough and Nursing Home Administrator Labore stated that they are looking to change their sign on bonus into a referral bonus. HR Director Clough explained that they currently offer \$500 sign on bonus to LNAs. \$250 is received when they are hired and \$250 when they complete the six (6) month probationary period. After having this sign on bonus in place over a period of time they have agreed that it was not enticing anyone to come work for the nursing home. She stated that they are looking to do away with sign on bonus for LNA's and institute a \$750 referral bonus for employees who refer any nursing staff to the nursing home. NHA Labore stated that the sign on bonus in theory is good but they found out last week that Cottage Hospital is offering a \$4,000 sign on bonus for nursing staff and they

cannot compete with that. Commissioner Lauer asked about a payment schedule. HR Director Clough stated that they have talked about paying the full \$750 at the end of the six (6) month probationary period. NHA Labore stated that they hoping that by raising the bonus to \$750 it may get more employees' attention. They hope it will also create better morale by holding employees accountable for getting their bonus by having a part in training the new employees and doing their part to try and retain them. Commissioner Ahern stated that he thinks it is a great idea to get rid of the sign on bonus but thinks it is a poor idea to implement a referral bonus. People already talk up the Nursing Home as a great place. He stated that they have an excellent facility and people should want to come work for Grafton County. It is the leadership that is going to bring the people. Money is not the only thing that will bring people to the job. NHA Labore stated that he agrees with everything Commissioner Ahern said but noted that this referral helps the current staff to bring in new staff. He stated that things are being put in place to build that morale and leadership at the nursing home.

Commissioner Piper stated that she would like see some recognition to the employee who referred someone up front once that person was hired and the rest at the end of the six (6) month period. They discussed the payment schedule with HR Director Clough and NHA Labore and agreed that they will work out a payment schedule.

Commissioner Piper moved to discontinue the sign on bonus and institute an employee referral bonus of \$750 to be paid at the discretion of HR Director Clough and NHA Labore. Commissioner Ahern seconded the motion for discussion purposes.

Discussion:

Commissioner Ahern stated that he does not feel that this is in the best interest of the tax payers. There are other ways of enticing people to come and work for the Nursing Home. Commissioner Piper stated that they are trying to solve a problem. Commissioner Lauer stated that what is best for the tax payers is to get rid of the contracted nursing which is costing much more.

The Commissioners voted on the motion. Two (2) Commissioners, Lauer and Piper were in favor. Commissioner Ahern was opposed. With the vote being two (2) in favor and one (1) in opposition the motion passes.

HR Director Clough noted that HR will be doing some of the interviewing for nursing staff to assist the Director of Nursing.

NHA Labore arrived and gave the following report:

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

Census:

Medicare: 5
Medicaid: 98
Private: 26
Total: 129

Year-To-Date Numbers:

2017 Totals

Admissions (YTD) 17
Deaths (YTD) 9
Discharges (YTD) 5

Other Topics:

Impacts on GCNH

- 1) FY 18 Budget – Nursing Dept. –NHA Labore stated that he wanted to discuss a budget item with the Commissioners that he did not mention during his presentation. He stated that what the Commissioners see in the budget figure for the Assistant Director of Nursing is an increase from Grade 7 to Grade 8. He noted that the Director of Nursing is a Grade 9. The Asst. DON needs to be broken out from the rest of the management staff. When the DON is out the Assistant DON is in charge and that needs to be shown on the Grade scale. He also noted that the House Supervisor position is already on the wage scale but it has been vacant. They are looking to put this position back into place. It would be a 3pm-11pm position to provide more management during the evening shifts.
- 2) Senate Bill 155 – NHA Labore stated that SB 155 passed last week. Managed Care will not be implemented until January 1st of 2019. It cannot go forward until the contracts have been procured.
- 3) HB 2 Amendment/April 7th NHAC Meeting – NHA Labore handed out an email that was sent to all Commissioners with an amendment drafted by Rep. Kirk to House Bill 2. It says that managed care will not move forward until July 1st 2019. It also calls for a study to be done with the state contributing \$100,000 to be matched by the Association of Counties for a total of \$200,000 to study an alternative to managed care. The alternative is being driven by the counties and that is what will be discussed at the meeting on Friday and he wanted to make the Commissioners aware of it.
- 4) Request for Non Public Session

*10:04 AM - Commissioner Piper 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 Ahern 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.

*10:07 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 that they could affect the reputation of someone other than those of the Board of Commissioners. Commissioner Piper seconded the motion

Grafton County Conservation District Annual Meeting – May 4th Alumni Hall in Haverhill.

ASD Gilding has been contacted verbally by Alex Casale, Statewide Drug Court Coordinator to indicate that the County has been awarded the funding for Drug Court. A letter was supposed to go out last Thursday. ASD Gilding has asked HR to post 2 Case Manager positions, and a Drug Court Coordinator position.

CA Libby submitted the following CDFA Paperwork for Commissioner Lauer to sign:

- Form 3-C for the Friendship House Drug Rehab Facility
- CDBG Drawdown Request – NH Alliance of RDC's - \$33,213
- CDBG Drawdown Request – MEDC/Alice Peck Day - \$122,516
- CDBG Drawdown Request – MWVEC - \$7,000
- CDBG Drawdown Request – WREN - \$19,000
- CDBG Drawdown Request – NCIC - \$24,060

The Commissioners opened bids for the sale of a 2013 Ford Taurus Sheriff's Cruiser. Six (6) bids were received and were as follows:

Grace Quality Used Cars - \$ 5,252.00

William Doucette Auto Sales - \$ 3,613.00

Robert Rowley - \$ 5,382.00

Bay Ridge Motors - \$ 4,243.00

S.G Tri-State Auto Brokers - \$ 2,479.00

Ryan Cilbrith - 2,052.00

Commissioner Ahern moved to accept Robert Rowley's high bid of \$5,382.00.

Commissioner Piper seconded the motion and all were in favor.

Commissioner Issues:

Commissioner Lauer stated that all three (3) Commissioners attended the CADY Tenth Anniversary on Friday.

Commissioner Lauer stated that she attended the Grafton County Senior Citizens Council annual meeting yesterday in Lebanon.

Commissioner Ahern stated that he met with the SODEXO - Head of Innovation, Service Operations, North America Sunday. He asked him if Sedexo did food services for Nursing

Homes and Jails. Commissioner Ahern stated that he asked if the International Director of Sedexo would be willing to consider bidding for some of the Grafton County items when the current contracts for food purchasing are up. He stated that he is concerned with some of the bidding processes that the county has and that the more bids that are received there is the potential for better pricing.

10:37 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.

10:45 AM Commissioner Lauer reconvened the meeting.

CA Libby noted that they received the health insurance rates and they are staying at the 15.74% increase. CA Libby and the Commissioners discussed what they will be looking to accomplish at Thursday's budget meeting. The Commissioners requested some financial breakdowns for their meeting on Thursday and CA Libby stated that she will work on those and have them for the Thursday meeting.

Commissioner Ahern stated that he continues to make his weekly reports on Pemi Baker TV

Commissioner Piper stated that the Hanover Town Manager emailed Sheriff Dutile, County Attorney Saffo and copied Commissioner Piper. The email stated that there is a group of people from Hanover interested in making Grafton County a Sanctuary County. She stated that she emailed both Sheriff Dutile and CA Saffo asking for input. She then emailed the three (3) residents who are heading this discussion back and stated that in order for a conversation to be substantive it needs to be with the Sheriff and County Attorney. Commissioner Ahern asked how much Grafton County receives each year in federal funding. CA Libby stated that it varies. When it comes to CDBG grants they usually have over \$1 million a year. Commissioner Ahern asked if Grafton County becomes a Sanctuary County and all the federal money goes away how will they continue to provide these services. He doesn't feel that it is a good idea. Commissioner Lauer stated that she will be interested to see what information Commissioner Piper receives from Sheriff Dutile and County Attorney Saffo.

11:09 AM With no further business the meeting adjourned

Wendy A. Piper, Clerk