

GRAFTON COUNTY COMMISSIONERS' MEETING  
3855 Dartmouth College Highway  
North Haverhill, NH 03774  
May 25th, 2021

PRESENT: Commissioners Piper, Lauer, Ahern, County Administrator Dorsett,  
Temporary Admin Jessica Jackson

OTHERS PRESENT: Mike Claflin (AHEAD, Inc.), IT Manager Ruggles, Alternative  
Sentencing Director DePalo, Superintendent Elliott

Commissioner Piper called the meeting to order at 9:00 AM. Commissioner Lauer led the  
Pledge of Allegiance.

**1. Mike Claflin, AHEAD, Inc. (<http://www.homesahead.org>)**

Mr. Claflin introduced himself and his organization to the Board. AHEAD, Inc. is an affordable housing developer working in Northern Grafton and Coos County, serving rural populations. Mr. Claflin explained that an issue he faces daily is the definition of “affordable housing” and that the federal definition is that the housing expense, which includes principal, mortgage, and utilities, should not cost more than 40% of income. When a family pays more than this, this does not allow them to pay for things like education, cars, etc. AHEAD, Inc. tries to find ways to develop housing that fulfills this definition. Mr. Claflin noted that lower income folks have a much lower threshold when it comes to the federal definition of 40%, and that “affordable” has become synonymous with “low to poor income” when really it refers to “something everyone can afford” while still providing the opportunity to invest in other needs. AHEAD, Inc. prefers to use the term “workforce housing,” and there is not enough housing in the state of NH in general, so the organization is doubly challenged. AHEAD, Inc. has found that housing projects of 25 units or more are the economic solution that makes sense.

Mr. Claflin stated that he believes there is a thoughtful way to create zoning that encourages the kind of housing a community would want. AHEAD, Inc. manages and owns about 500 units, 60% of which are for seniors 62+ or people with disabilities. Except for the very low-income housing, most senior housing is subsidized. Affordable housing requires the financial support of public agencies as well as the private sector. In order to construct or acquire affordable housing, AHEAD borrows money at below-market interest rates, raises equity through the Low-Income Housing Tax Credit from private investors (local banks, corporations and individuals), and receives loans and grants from a variety of sources. AHEAD also accepts “Section 8” applicants, which is a benefit offered via HUD for income-specific persons who qualify. Mr. Claflin noted that the amount of money taxpayers pay for these Section 8 vouchers is a fixed amount, which for NH has not gone up for 15 years. The Section 8 voucher pays the difference between the actual rent and the rent a family can afford. There is a 7-year waiting list for Section 8.

Mr. Claflin talked about a development in Bethlehem which housed a combination of low income, moderate income, and market rate housing, but never more than 40% of their income. Mr. Claflin spoke about the challenges AHEAD faces when building workforce housing; for instance, applicants must be employed but can't make too much money due to the threshold set by federal and state definitions. The project in Bethlehem has 12 different funding sources comprising \$10 million. AHEAD is not allowed to raise the rent on these properties as this aspect is controlled by HUD and the NHFA (NH Financing Authority). Because AHEAD cannot raise rent and because it is a fixed amount, what they seek to build are efficient buildings that require little maintenance.

The Commissioners thanked Mr. Claflin for joining them and would like him to return to discuss housing options for nursing home employees in Grafton County.

## **2. Brent Ruggles, IT Department**

At 9:36 AM, ITM Ruggles reviewed the **attached IT Report** with the Commissioners.

In addition to his report, ITM Ruggles noted that his department has completed interviews, and located a prospective candidate for the LAN Tech position but has yet to locate a suitable candidate for the Helpdesk position. He also mentioned that DELL is experiencing a 5-6 week delay in service and that there is a widespread technical supplies/parts delay.

## **3. Renee DePalo, Alternative Sentencing**

At 10:00 AM, ASD DePalo presented the attached report (**Alternative Sentencing Commissioners' Report April 2021**).

ASD DePalo added that transitional housing in particular is greatly needed in Grafton County, especially with the advent of bail reform and more treatment facilities.

Commissioner Lauer mentioned that a group had come to the Board a while back exploring some options for transitional and sober housing. ASD DePalo put forth the possibility of turning a wing of the jail into a residential facility for a transitional step down (community living versus correctional). Commissioner Piper thought this made sense given the low census at the jail and current conversation about changes to the criminal justice system, but Commissioner Lauer added that Supt. Elliott needs to keep the current arrangement of pods. ASD DePalo plans to meet with Supt. Elliott to discuss possible options.

Supt. Elliott joined the discussion and added that anyone who is admitted to the jail must be charged with a criminal offense, so the laws would have to change in order to accommodate such arrangements.

CA Dorsett stated it would be good to schedule a conversation with ASD DePalo, Supt. Elliott, Mike Claflin from AHEAD, Inc. and maybe someone else from transitional

housing. ASD DePalo agreed with this idea and stated that the County definitely needs to think about some funding for transitional housing. CA Dorsett added that getting legislation involved as well would be beneficial to the discussion. The Commissioners agreed that the needs are changing, and these discussions need to happen.

ASD DePalo added that she would prefer to have housing outside of the jail and has a number of statistics and ideas for when there is money available. For instance, she could see a court-ordered residential stay as a possibility for the HOC, but to reiterate what Supt. Elliott said, current residents need a conviction. Commissioner Lauer stated that she would want to see a facility where there are job opportunities and transportation for getting to jobs.

ASD DePalo reviewed the remainder of her report and stated that there were no significant changes other than returning to the community and meeting with everyone.

#### **4. Tom Elliott, Department of Corrections**

At 10:31 AM, Supt. Elliott presented the attached report to the Commissioners. (See report “**Grafton County Department of Corrections May 25, 2021**”).

Supt. Elliott reported that courts officially opened in house and in person and the DOC inmate population hit 50. Additionally, the DOC has received the “no hitch-hiking signs” and with the help of Supt. Oakes determined where these would be placed. Supt. Elliott thanks Supt. Oakes for his assistance in this determination.

Supt. Elliott explained that the PREA (Prison Rape Elimination Act), which was required to accept federal inmates is now completed and will be available on the website. Supt. Elliott and the Board of Commissioners formally recognized Sergeant Adam Clark for the development and implementation of this PREA certification. Supt. Elliott read the letter recognizing Sergeant Clark’s service, and photos were taken to commemorate the achievement.

Supt. Elliott reported that despite 3 cases of COVID in early May, all COVID tests came back negative. The DOC plans to keep their COVID policies in place per DHHS. There are currently 10 open positions in the DOC, and so to alleviate pressure on staff, Supt. Elliott dropped the minimum number of employees required, which eliminates some overtime. The staffing pattern has gone from 7-8-7 to 6-7-6 until further notice.

Supt. Elliott added that jails have come a long way since he began working, and although he is very progressive, there is only so much you can ask a limited trained staff to perform. As a result, he cautions against extreme change, as related to the earlier conversations about transitional housing needs.

#### **5. Commissioner Issues**

At 11:00 AM, the Board proceeded to the agenda item of “Commissioner Issues”.

## **A. Minutes**

**MOTION: \*10:15 AM** - Commissioner Ahern moved to approve the minutes from 5/4, 5/10, and 5/11. Commissioner Lauer seconded the motion. This motion requires a roll call vote. Commissioner Piper called the roll. Commissioner Ahern “yes”; Commissioner Lauer “yes”; Commissioner Piper “yes” Commissioner Piper stated that a majority of the board voted “yes” and the motion carried.

**MOTION:** Commissioner Ahern moved to approve the minutes from 5/18. Commissioner Piper seconded the motion. This motion requires a roll call vote. Commissioner Piper called the roll. Commissioner Ahern “yes”; Commissioner Lauer “abstain”; Commissioner Piper “yes” Commissioner Piper stated that a majority of the board voted “yes” and the motion carried.

## **B. Mask Policy**

Commissioner Piper introduced the discussion, stating that the mask mandate was put in place for the first floor primarily to protect the public, and the second floor policy was put in place by the former County Administrator. Due to the end of the state of NH mask mandate, the Commissioners discussed what the County’s policy should be.

**MOTION:** Commissioner Piper moved that mask wearing on campus is to be at the discretion of the individual, excepting the Nursing Home and Department of Corrections who would continue to follow the policies implemented by their respective Department Heads. Commissioner Ahern seconded the motion. Commissioner Lauer amended the motion to include that Department Heads or Elected Officials may require masks in their closed areas. Commissioner Ahern accepted and seconded this addition. Commissioner Piper called the roll. Commissioner Ahern “yes”; Commissioner Lauer “yes”; Commissioner Piper “yes” Commissioner Piper stated that a majority of the board voted “yes” and the motion carried.

## **C. American Rescue Plan Act Funds Acceptance**

**MOTION: 11:15 AM** - Commissioner Lauer moved to accept the funds from the American Rescue Plan Act. Commissioner Ahern seconded the motion. Commissioner Piper called the roll. Commissioner Ahern “yes”; Commissioner Lauer “yes”; Commissioner Piper “yes” Commissioner Piper stated that a majority of the board voted “yes,” and the motion carried.

## **6. Other Business**

At 11:21 AM, the Commissioners discussed any other business remaining on the agenda. Commissioner Lauer shared that she was disappointed in the Opioid settlement money, which was only \$26K, noting that states had received most of the settlement money.

## 7. Non-public

**MOTION:** \* 11:30 AM Commissioner Ahern moved to enter into non-public session for the purposes of the dismissal, promotion, or compensation of any public employee or the disciplining of such employee, or the investigation of any charges against him or her, unless the employee affected (1) has a right to a meeting and (2) requests that the meeting be open, in which case the request shall be granted according to RSA 91-A: 3, II (a) Commissioner Lauer seconded the motion. This motion requires a roll call vote. Commissioner Piper called the roll. Commissioner Ahern “yes”; Commissioner Lauer “yes”; Commissioner Piper “yes” Commissioner Piper stated that a majority of the board voted “yes” and would now go into non-public session.

\* 12:20 PM Commissioner Ahern declared the meeting back in public session.

**MOTION:** \*12:20 PM Commissioner Ahern moved to permanently seal the minutes from the just completed non-public session because they could affect the reputation of someone other than those of the Board of Commissioners. Commissioner Lauer seconded the motion. Commissioner Piper called the roll. Commissioner Lauer “yes” Commissioner Ahern “yes” Commissioner Piper “yes”. Commissioner Piper stated that a majority of the board voted “yes” and would now return to public session.

Commissioner Piper reminded the Commissioners that the County Administrator is at his 3-month mark and that it is time to complete his employee performance evaluation.

At 12:24 PM, with no further business, the meeting adjourned.

Respectfully Submitted,

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Omer C. Ahern, Jr.  
Clerk



# GRAFTON COUNTY

## Department of Information Technology

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Grafton County Department of Information Technology  
Monthly Summary Report  
May 25<sup>th</sup> 2021

### Summary:

- Interviews Completed for PC Support LAN Tech and Help Desk Position, references being checked
- Email Migration for County Attorneys Staff to Microsoft Email System

### AO – Attorneys Office

- VicWit employee got a couple error message when opening a Word Document and Outlook. There seemed to be an issue with MS Office. I remoted in and performed a "repair" of MS Office through Control Panel>Programs and Features. Also installed a few Windows Updates that were pending and did a reboot. When it came back up, Outlook and other Office programs opened without error.
- Updated web browser on one of the VicWit PC's to the latest version, as their web based software used would not open documents from that site. Also had to add and enable two Chrome Extensions.
- File Clerk's PC has been off site for over a year, and was not allowing a download from an emailed link. Had her bring in the system to the office so it could get the appropriate Updates, and try while physically on our Network. It did successfully work once on our Network, and did perform as it should remotely, once Updated.
- Office Admin had a media player open that stopped responding upon launch and would not close. I remoted in and had to end the task via Task Manager. I tried to launch it again and I noticed there was a quick appearing message that said something about an available update. I updated the software and the program was now able to launch and play as it should.
- Support Staff reported the labels were not printing anything from her PC. Updated the Label Writer software which resolved the issue.
- Support Staff employee was printing a discovery from a local agency that was scanned and emailed to her, but some of the contents was cut off and not fitting on 8.5x11 sheet. I noticed that the pages of the scanned document were on a rare paper size that were longer than an 8.5x11. When in the Print Menu, there was an option to fit to paper size, which cleared up the issue.
- Support Staff employee could not drag/drop emails into PBK. After investigation it was noticed that Windows was over a year out of date, and has not been on our Network for that long. I disabled WSUS settings on that laptop and checked for Updates right from the MS site. Also did some hardware Updates and Disk Cleanup as well. Once that Updates completed, including the major feature Update, she was able to drag/drop the email as intended right from Outlook.
- Attorney received an undelivered email after sending one to multiple recipients. Investigated and determined that a certain address was a blocked email. It was giving another Attorney major issues in the past, and we blocked it to not be able to send to or receive from this address.
- Attorney had downloaded folders including videos that played with no audio. There is another player





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that is installed on his computer that plays these files properly. I showed him how to open each of the files with that different player.

- Set up devices in employees office at the Admin Building. The staff is now back to the office, and I had to get some of her devices that were stored in the Attorney's main office.
- Support Staff employee that came back to the office had a duplicate screen on her dual monitors. Remoted in and swapped that setting to show extended view on those monitors.
- Had to reset a few email passwords that the Users forgot, that are needed for the email migration.
- Added the offices main printer to an employees laptop, that must have been removed since the last time they were working in the office.
- I powered on and connected the MFP printer located at the Admin Building in one of the AO Office's. Had to go activate the Network drop by connecting a patch cable into our Network switch, and assigning it the correct VLAN.
- Email Migration Meeting 4-29-21 2PM Review processes with Vendo. Marcie and Alison have signed contract with Karpel and registered new Email Domain - GCAO.US. Met with Vendor (Andrew) and reviewed process for Email migration, requested we need to setup test date so we can observe how this will work with Kerio and complete work on one AO Email Account first. He agreed and will be doing training on O365 first and then will be getting back to me to discuss test date.
- Email Migration to O365 – Setup Migration Client and start processing first AO Email Account to validate migration process.
- Received call from remote user working from home that they had lost their remote connection to their County PC. Had user reset their network connection and also reboot their pc, issue resolved.
- 5-10-21 – Work with Karpel on completing test email migration of one of the AO staff email accounts migrated. Needed to filter inbound IP addresses and setup new firewall rule for Sky Kick program to connect properly to email server.
- 5-13-21 Email Migration – Review errors on migration and make changes to Email Server and Firewall.
- 5-18-21 – Email Migration started, checked Email Server 5-17-21 at 6PM, noted substantial increase in memory utilization. Will continue to monitor for the rest of the week and notify Karpel of any issues.
- 5-18-21 Met with Karpel to finalize migration plan. Migration process has been started.
- Final Email Migration planned for 5-25-21.

### AS – Alternative Sentencing

- Director reported an undelivered email intended for a few recipients. Determined that all had the same domain, but one email address was entered incorrectly.
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### CE – UNH Cooperative Extension

- no calls

### CO – Commissioners Office





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- Added “Night” mode button to Accounting employee’s phone set.
- Multiple Users were attempting to print to the shared Dymo Printer that is physically connected to the PC in the Commissioner's Front Office area. After investigation it was noticed that no other system could connect or ping that PC. I went on that computer and seen that it had no Network connection and was not even showing any NIC devices. Performed a reboot, and it had Network connection once it came back up, and all systems could now print to that label printer.
- County Admin’s Calendar on his phone was not Syncing, and last synced 7 days ago. I removed his account entirely from his phone, and removed his mobile device from his Kerio Account. I then re-added his that account to his phone and everything synced successfully. I also confirmed that his mobile device re-appeared in his Kerio Settings.
- Supplied County Admin with a spare charger for traveling.
- Issued Payroll a temporary laptop to attend Zoom Meetings with new software vendor.
- Assist County Administrator pdf file that would not open. File was corrupt and requested originator to send new copy. Received, new copy opened, resolved.
- 4-27-21 – Move back Projector and Laptops for Zoom meeting from DoC to CO office in Administration Building after CO Monthly meeting
- Assist County Administrator reach out to Web Site Hosting company and get credentials to upload Meeting minutes.
- Payroll called and stated it was taking long time to run monthly report in KRONOS on Monday. Tuesday, checked and cleared browser cache and ran report, report ran instantly. Payroll Assistant stated that the system was running slow the prior day. Issue resolved.

### DoC – Department of Corrections

- SMU Tablet is no longer taking a charge. It seems to be the charging jack. Got a couple of the DC Jack cables ordered to get it replaced.
- Replaced phone cord in Intake, at the Release PC Station.
- Replaced DC Jack cable for SMU Tablet.
- Assisted Admin employee with sharing a newly created Contacts List she made with the Superintendent.
- Created domain and email accounts for a new Correctional Officer.
- Intake Sgt’s computer was set to open .pdf’s in another web browser. Remoted in and changed to open .pdf’s in Foxit Reader.
- Officer continued to have an ongoing issue with downloading email attachments. I remotely got into that Central Computer he is on and was able to fix the issue he has been having. His Downloads folder was still pointing to his Network drive and it needed to be local. I resent that batch file over to that computer, and ran it as the Administrator, then did a reboot on the PC. Was then able to successfully download the email attachments.
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### HR – Human Resources







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- After ongoing issues with printing certain web sites I replaced HR Generalists Brother Printer with a spare one we had in stock. That printed without issues.
- Her new printer had a universal print driver which didn't support duplex printing, although the printer had duplex capabilities. Got the most recent driver for that particular print series, installed it, and applied it to that printer. Confirmed that it could now print duplex.
- HR Assistant received a bounce back email. After looking into email security at incoming and outgoing mail, I noticed that an email came in around 4:30am from a certain domain which was a no-reply email. There was also an out-of-office outgoing email that was sent instantaneously. After talking to the employee, she informed me that she did have the auto-reply of from 1:30 pm the previous afternoon until 8am the following morning. The Sever at that for that certain domain seemed to reject the out-of-office email, as it was set to not receive.
- HR Assistant was waiting on a certain email, which was stuck in our email gateway's Spam. I manually released it and put that domain as an exemption.
- Meet with HR Director and County Administrator review IT job Applications for open positions select candidates for interviews.
- 5-13-21 Conduct PC Support/LAN Technician Interviews
- 5-20-21 Complete Scheduled Interviews for Help Desk Position
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### FA – Farm

- Disable user account for employee that had given notice.

### IT – Department of Information Technology

- Worked on approving and deploying the Monthly Updates on our Updates Server.
- Created a deployment to install the new Outlook Assistant for the Attorney's email migration.
- Meet with members of Team from SNS networks. Discuss overview of domain, network, and security infrastructure. Reviewed both server rooms so they could take pictures of equipment and Fiber connections and networking.
- Issue with Outbound Email's not being sent. Contacted Email Security Gateway Vendor and found out they had issue that was causing email not being sent. Company was able to clear the error after approximately 30 minutes, issue resolved
- Request from Auditors for new Credentials to access IT equipment. Sent encrypted Email with Credentials.

### MT – Maintenance

- Disabled domain account and deleted email account for former MT Employee.
- Received call from HVAC vendor requested assistance to access HVAC system remotely.
- Received request to adjust users Email Account so they can access new payroll software. Completed.





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- Meet with Maintenance Superintendent and HVAC Contractor to review Controllers needing upgrade next fiscal year.
- Requested to update Remote Access Software on old HVAC System. Completed.
- Meet with MT Superintendent and discuss upcoming meeting to review HVAC Controllers.
- Met with MT Superintendent on 5-17-21 to let him know that Safety Issues had been addressed in IT Offices. Requested we need their help on electrical outlets in Server room. He stated they had been busy and were still planning to get additional outlets installed.
- Call from Superintendent stating his laptop was not running correctly, found he had pulled out his power cord to laptop and other cord to monitor. Needed to pull out desk and route cords back to laptop and monitor then all was ok.

### NH – Nursing Home

- Copied a folder of photos from the Activities Folder in the Public drive to the root of the Public drive. Then had to adjust the permissions to give access to the necessary group so the NH Administrator can access it.
- Disabled and removed a Nurses Windows and email accounts.
- Renamed a couple of phone extensions to reflect the staff changes of two new hires.
- Did computer/email and phone orientation with two new employees.
- A Nurse from Profile called and said that one of the Chromebooks was dead and not taking a charge. I brought the device back to my office, as I had a new spare charger. I plugged that in and connected it to the Chromebook, and it started right up and said it was charging. Brought it back to the unit with the new charger.
- Created new accounts for a new Per Diem RN.
- Got a call from the Unit Secretary, reporting that she couldn't print to the Nurses Station Printer. That printer is shared by the PC that it is physically connected to via USB. Confirmed that the PC was on, but the printer was still showing offline. After investigation I noticed that that Nurses Station PC was on wifi and was not getting an Ethernet connection, therefore the IP did not match the DNS name. I shut the wifi off, and noticed that the Ethernet cord was uncrimped on one end. I retrieved another good cord and put that in place, and received the wired connection right off. Performed an ipconfig /flushdns and ipconfig /registerdns, and then the Unit Secretary PC was then able to print to that printer.
- Infection Control Employee was unable to receive an outside email. I went into our email gateway and noticed that it was quarantined due to the "Score". Whitelisted that account and manually redelivered that email.
- Setup domain and email accounts for a new LPN Traveler.
- Activities Director sent a couple print jobs to the Lobby Printer, which go to her Folder within that printer. When attempting to print, nothing would happen. The print jobs would stay in the folder and nothing would print out. I performed a power cycle on that MFP via the main power switch, and after it booted back up, she was then able to login and successfully print the contents from that folder.
- We received two new wireless keyboard/mouse sets for the Activities Director's, and were put in place.
- Volunteer Coordinator noticed she had a new voicemail, but could not access Visual Voice, which is the





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interactive voicemail interface through the phone. I noticed that it was giving this issue because her mailbox storage was maxed out. I had to manually dial into her voicemail and log in, and then delete a few messages through that way. Once the storage went down a little bit, I was then able to get her into her Visual Voice again, where she could retrieve the new message and delete all "Read" messages.

- The Smart TV in the sitting area on Maple would not connect to wifi. It recognized the Networks, and was able to put in the p/w, but initially would not connect. I had to find where the "Restart" option was in the TV's Setting Menu, and perform a graceful restart that way. When it came back up, it was automatically connected to the wifi, and was able to confirm that the Activities Aide browse and successfully stream a movie from Netflix.
- Dining Room Smart TV would not connect to wifi. Had to reboot the TV through the Menu interface.
- Received call from NH Administrator to change permissions on existing RN email account to allow it to send and receive outside email. Met, tested and reviewed changes with RN staff person.
- Received call from NH Restorative that they found some very old Wireless equipment from former vendor that was found in cabinets in their office. Will recycle.
- Received Call from Activities Director, needed to fix permissions on a couple calendars since her name was changed. Changed permissions and had her test access, issue resolved.
- Received call from new Nursing Home Wound Nurse, needed help getting logged in to a laptop. Met with reviewed process and completed basic computer\email training.
- HIM staff called and stated they were having issues with downloading photos off of digital camera. Met with user and noted someone had broken off USB plug in computer which caused the issue. User was able to get Photos printed in Activities Department. Freed up another USB port on PC to use in the interim.
- Reinstall Point Click Care Icon to Public Desktop Folder on Wound Care Laptop.
- Request from NH Volunteers Group to recommend Chromebook Model for their organization to use, sourced Chromebook from Staples web site and emailed recommendation to Jessica Lund.
- Received call from Nurse on Maple Unit stating she was unable to Login to PCC, contacted Dawn Jurenkuff and she stated she would contact her to get her password reset. Requested her to email us contact list for users responsible for Account Setup and Password changes.
- Received call from Nursing Home Administrator to order printer for Schedulers Office and to share it out for other user in office.

### RD – Registrar of Deeds

- Setup new Named User Account for Registrar of Deeds on new laptop.

### SO – Sheriff's Office\Dispatch

- Deleted old Timeclock icon on Sheriff's Desktop, and referred him to HR/Payroll to get the updated URL for the new Payroll Software login.
- Per Director's request, I determined status of a certain port on the switch in Dispatch's Radio Room, as he was cleaning up some unused Ethernet cables.
- Received call from Dispatch stating he could not print to Brother Printer. Remoted in to view system, his





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windows default printer was set to cutepdf, I changed it to the Brother Printer and had him reprint job from IMC application. Job printed properly. Issue resolved.

- Requested to disable and remove 3 remote user accounts from remote agencies. Completed.

Yours in Service,

Brent Ruggles

IT Manager  
Grafton County Department of Information Technology



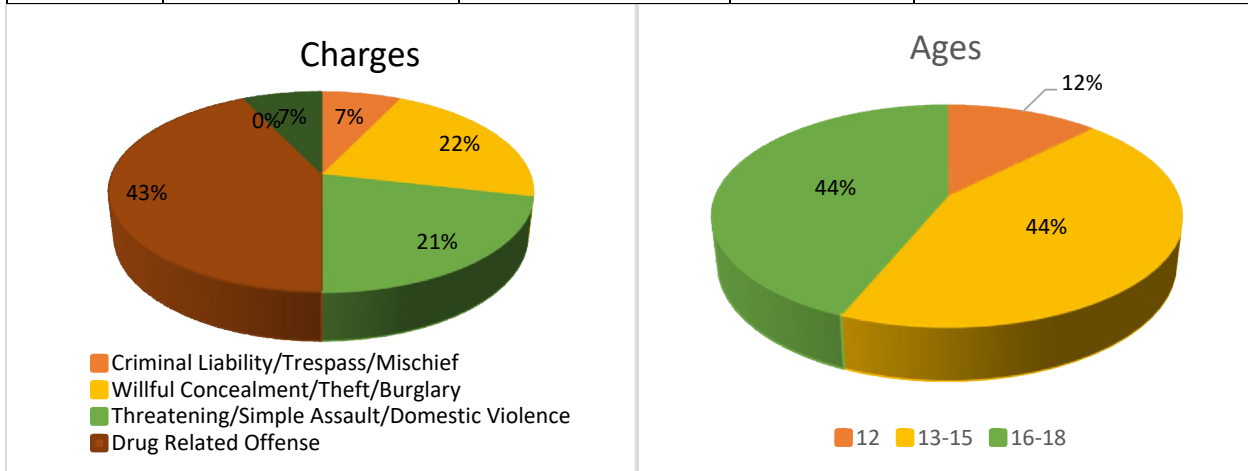
# Alternative Sentencing Commissioners Report April 2021

**Director’s Report:** With COVID-19 restrictions being lifted, the Director has been scheduling meetings with Grafton County Police Departments to meet the new officers and ensure they fully understand the court diverted programs offered within the county. These meetings have allowed time for officers to ask questions to better understand the components of the program and hopefully increase buy in from the police departments. All programs continue to see a hold on referrals, Director has reached out to the County Attorney to see how we can work together to plea more clients into Diversion or other court diverted programming. The Director continues to note areas where the County is in need of services, including but not limited to; Transitional Housing, Sober Housing, and Inpatient Treatment Centers.

## Juvenile Restorative Justice

*Grafton County Juvenile Restorative Justice Program is to promote community-based alternatives to the formal court process that; promote positive youth development, safer communities, integrates restorative justice practices, intervenes at the earliest possible opportunity and promotes reduction in juvenile crime and recidivism*

Program	Active Participants	New Participants	Completed	Cases Returned
CADY	6	0	1	0
VCD	4	1	2	0
GCJRJ	0	3	2	0
COOS	0	0	0	0
<b>TOTALS</b>	<b>10</b>	<b>4</b>	<b>5</b>	<b>0</b>



As part of meeting with all the Grafton County Police Departments, Director includes the GC Juvenile Restorative Justice in the discussion as an option for the county. GCJRJ completed two participants this month and received three new referrals from the Littleton area which will have their initial intake meetings in May as well as their opening panels.

Lebanon area has engaged a conversation with the School Board about removing the School Resource Officer position. Director has and plans to continue to participate in these conversations as well as pull data pertaining to NH/Lebanon to share with the board and commissioners.



# Alternative Sentencing Commissioners Report April 2021

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Coos County continues to be an area where education and support is needed to ensure all police departments understand the program, the needs and the outcomes. The Director is scheduling meetings with Coos County Police Departments as well as the Commissioners to continue discussions around juvenile diversion.

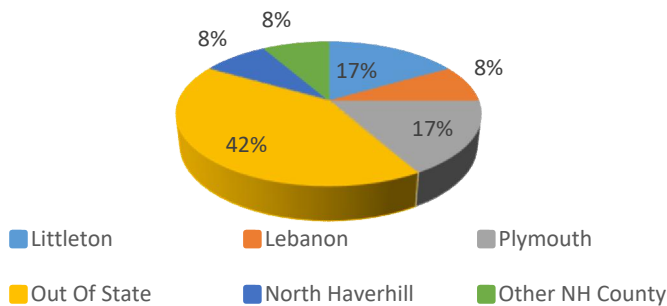
New Hampshire statute RSA 169 Delinquent Children-B:10 Juvenile Diversion already states that all juveniles should be considered for diversion. On January 1, 2022, New Hampshire will implement its “Probation Transformation.” From then on, every juvenile who has contact with law enforcement will be assessed to determine risk; those who are low or moderate risk will automatically be diverted from the traditional justice system

## Adult Diversion & Program

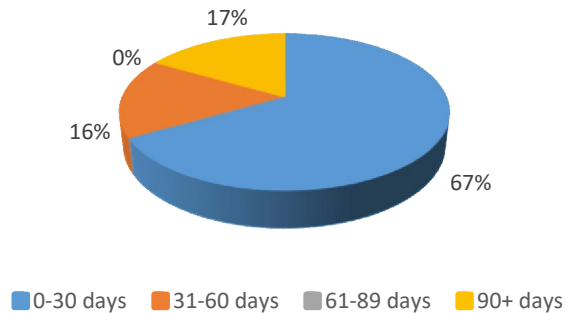
*Grafton County Adult Diversion Program is to hold an eligible offender accountable while providing the resources, skills, and education to reduce the risk of committing crimes in the future. This program is an alternative to prosecution and offers a defendant a chance to avoid criminal conviction and other punitive sanctions including fines, probation and incarceration.*

Program	Active Participants	New Participants	Graduated	Fees	Prospective Participants
Felony	8	2	2	\$975	7
Misdemeanor	2	0	0	\$150	1

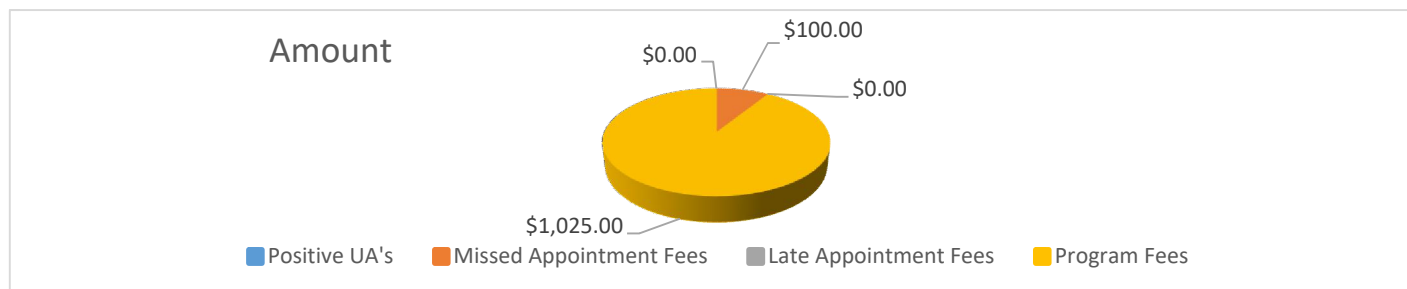
**Geographics**



**Plea to Acceptance**



# Alternative Sentencing Commissioners Report April 2021



There have not been many changes with Adult Diversion this month. We will be having another graduation next month in which 3-4 participants will be completing. Participants have started being seen in person although we continue to hold groups via telehealth to ensure social distancing. We are continuing to review ways to increase our services to meet the needs of our community and the CAO needs.

We have seen an increase in mental health issues as well as substance abuse issues among participants which has resulted in increased inpatient needs. Granite Recovery Homes has been accommodating and able to get our clients in quickly and their programming is extensive.

## C.A.R.E & C.A.R.E+

*The Grafton County C.A.R.E+ Program designed to support individuals who have been convicted and are under supervision to connect to services and stay active in a therapeutic environment. C.A.R.E+ stands for Community, Assessment, Re-Entry and Education + Supervision, the focus of this program is to assist individuals in giving back to their community while creating a successful foundation and becoming a productive member of society.*

Program	Current	New	Completed	Program Fees	Prospective
C.A.R.E	8	0	0	\$0	0
C.A.R.E+	3	0	0	\$0	1

We are seeing more sentences which include completion of C.A.R.E+. This is fantastic and a great support to the Probation & Parole Officers in our County. Currently we are short two officers so the added supervision and support has been appreciated. We are continuing conversations with the CAO to see how we can increase these sentences as well as working with Probation & Parole to identify potential clients as the needs arise.

## Mental Health Court

*Grafton County Mental Health Court seeks to provide an effective and meaningful alternative to the traditional criminal justice system for individuals with a mental health illness. Our goal is to promote prompt intervention, education, treatment and recovery in order to improve the quality of the individual's life, reduce recidivism and improve community safety*

Location	Active Participants	New Participants	Veteran Participants	Prospective Participants	Completed
ASSERT Littleton	5	0	1	3	0

# Alternative Sentencing Commissioners Report April 2021

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<i>HOH Lebanon</i>	8	0	2	5	0
<i>PMHC Plymouth</i>	5	0	0	3	0
<b>TOTALS</b>	<b>18</b>	<b>0</b>	<b>3</b>	<b>11</b>	<b>0</b>

We continue to struggle to get back into Lebanon, Littleton and Plymouth circuit courts. MHC Coordinator has again reached out to see when we can get back in, awaiting responses. The Director reached out to Chief Judge King in hopes he could aid in this current situation and offer some court time assistance at the circuit court level.

The Director and MHC Coordinator have completed meetings with Grafton County Community Mental Health Agencies to get their take on partnering with NCHC on a mental health enhancement track to drug treatment court. All agencies have agreed we need a Felony track of sorts for MHC. There is potential NCHC has changed their minds on moving forward with our mental health services, we are awaiting a response.

Regardless of NCHC wanting to move forward with us, we have heard from many community agencies and members and our data/records show Grafton County NEEDS a Felony Mental Health Court. Previously the Superior Courts have refused a meeting to discuss the potential, citing there is not enough court time. We have identified that the court time/needs from the Judge are far less than the Drug Treatment Court Needs.

## Budget Report

	JAN	FEB	MAR	APR
<b>JRJ</b>	---	---	---	\$100
<b>AD</b>	\$795	\$205	\$130	\$1025
<b>MISSE D</b>	---	---	---	\$100
<b>LATE</b>	---	---	---	---
<b>+ UA's</b>	---	---	---	---
<b>MRT</b>	\$35	\$70	\$70	---
<b>CARE</b>	---	---	---	---
<b>MISSE D</b>	---	---	---	---
<b>+ UA's</b>	---	---	---	---
<b>BDAS</b>	\$3111.60	\$3682.80	\$2544.30	\$3476.00
<b>Totals</b>	<b>\$3941.60</b>	<b>\$3957.80</b>	<b>\$2744.30</b>	<b>\$4701.00</b>





**OFFICE OF  
CHIEF  
MEDICAL  
EXAMINER**

**JENNIE V. DUVAL, M.D.**  
Chief Medical Examiner

**MITCHELL WEINBERG, M.D.**  
Deputy Chief Medical Examiner

246 Pleasant St, Suite 218  
Concord, NH 03301  
603-271-1235  
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**Drug Deaths by Year**

2011	201
2012	163
2013	198
2014	342
2015	444
2016	486
2017	490
2018	471
2019	415

To receive monthly updates contact:  
[kim.k.fallon@doj.nh.gov](mailto:kim.k.fallon@doj.nh.gov)  
Enter "request for drug data" in the subject line.

# 2020 Drug Death Data

1/1/2020—12/31/2020

Fentanyl (no other drugs)	165
Fentanyl and Other Drugs (excluding heroin)	153
Heroin (no other drugs)	0
Heroin and Other Drugs (excluding fentanyl)	0
Heroin and Fentanyl	3
Other Opiates/Opioids	33
Unknown Opioids	2
<b>Total</b>	<b>356</b>
Other drugs	57
Unknown drugs	0
<b>Total Confirmed Drug Deaths</b>	<b>413</b>
<b>Pending Toxicology</b>	<b>3</b>

# 2021 Drug Death Data

1/1/2021—5/14/2021

Fentanyl (no other drugs)	29
Fentanyl and Other Drugs (excluding heroin)	23
Heroin (no other drugs)	0
Heroin and Other Drugs (excluding fentanyl)	0
Heroin and Fentanyl	2
Other Opiates/Opioids	05
Unknown Opioids	0
<b>Total</b>	<b>59</b>
Other drugs	6
Unknown drugs	1
<b>Total Confirmed Drug Deaths</b>	<b>66</b>
<b>Pending Toxicology</b>	<b>62</b>

*'Pending toxicology' means that the death may be due to drug intoxication based on circumstances, scene investigation and/or autopsy findings but the final determination also depends on the results of toxicology testing. It can take up to 2 to 3 months to finalize the death certificate following a suspected drug intoxication death. This delay reflects the time required for specimen processing, toxicology testing and reporting and interpretation of the report by the pathologist.*

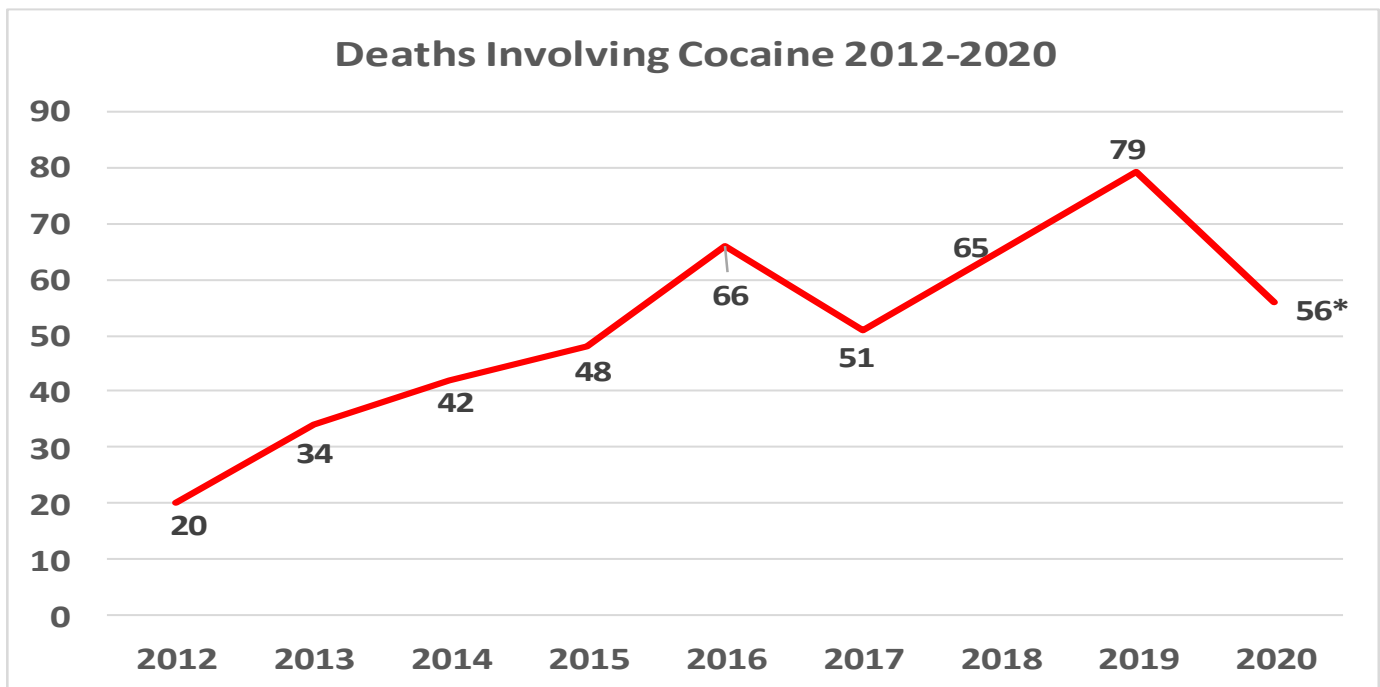


# 2020 Drug Data

Year	Total # of Deaths Involving Cocaine	Solely Cocaine	Cocaine and Opioid(s)	Cocaine and other drug(s) (non-opioids)
2020	56	7	47	2
2019	79	5	73	1
2018	65	5	57	3
2017	51	5	44	2
2016	66	14	50	2
2015	48	5	43	0
2014	42	5	35	2
2013	34	1	24	9
2012	20	4	14	2

Of the 47 deaths in the 'cocaine and opioid(s)' category, 44 involved fentanyl.

Six of the 56 cocaine deaths involved methamphetamine.



\*56 confirmed deaths involving cocaine in 2020 as of 5/14/2021.

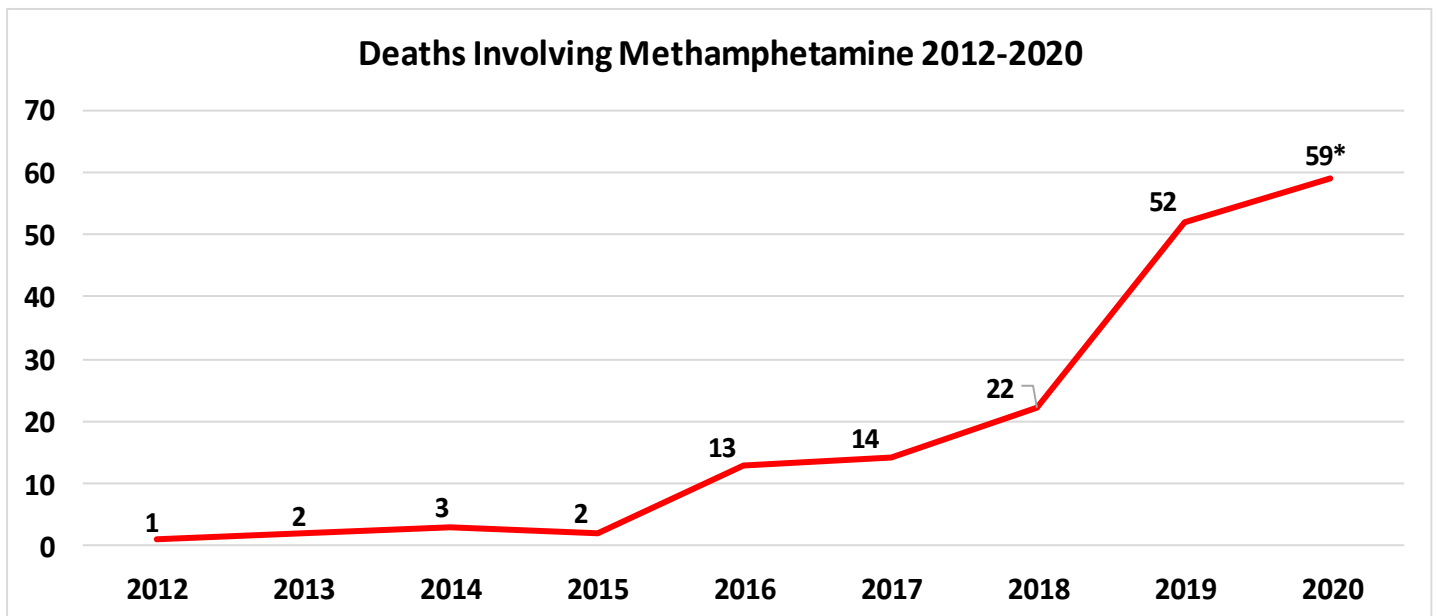


# 2020 Drug Data

Year	Total # of Deaths Involving Meth	Solely Meth	Meth and Opioid(s)	Meth and other drug(s) (non-opioids)
2020	59	11	44	4
2019	52	6	46	0
2018	22	4	17	1
2017	14	2	11	1
2016	13	4	8	1
2015	2	1	1	0
2014	3	0	3	0
2013	2	1	1	0
2012	1	0	1	0

Of the 44 deaths in the 'meth and opioid(s)' category, 42 involved fentanyl.

Six of the 59 methamphetamine deaths involved cocaine.

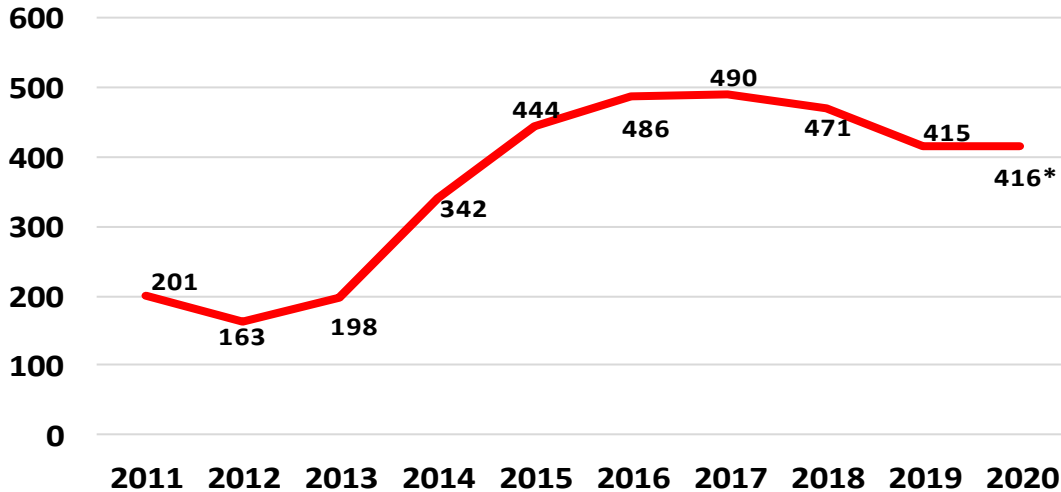


\*59 confirmed deaths involving methamphetamine in 2020 as of 5/14/2021.



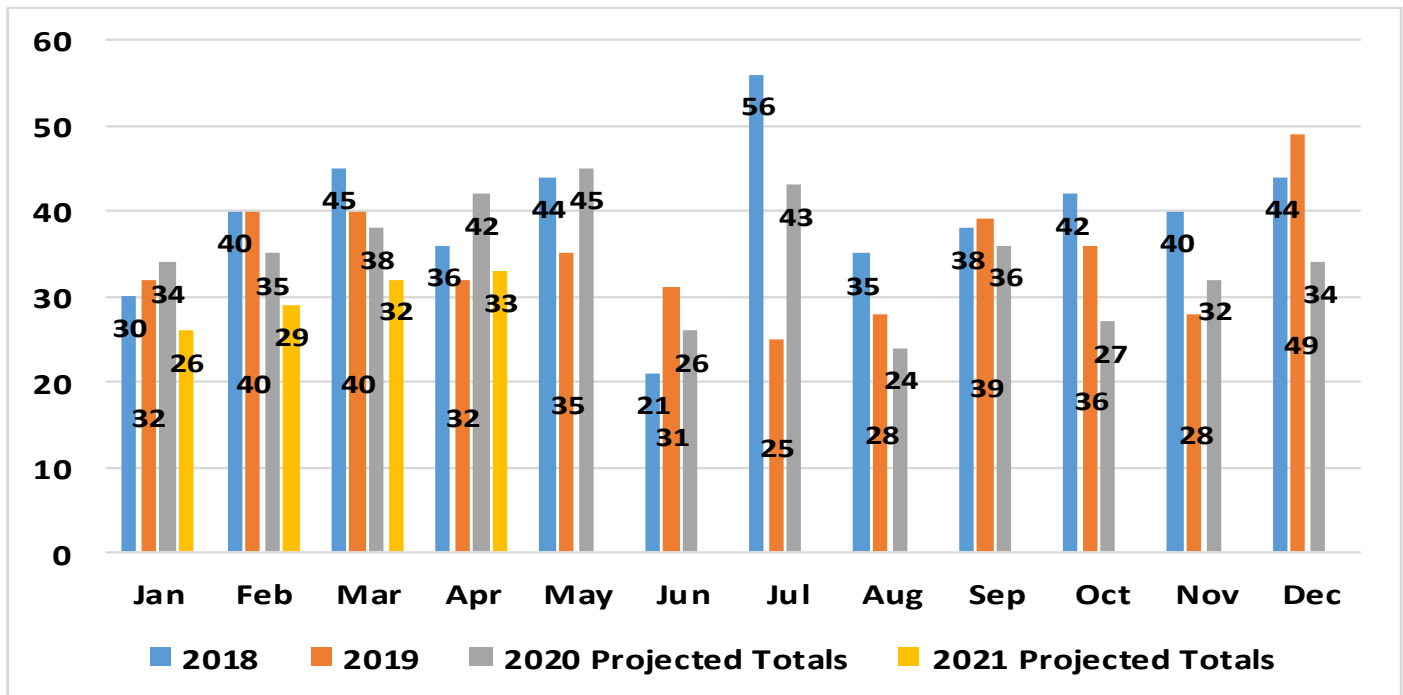
# 2020 Drug Data

## Number of Overdose Deaths by Year



\*416 confirmed drug deaths plus deaths pending toxicology as of 5/14/2021.

The chart below shows the number of confirmed drug deaths from January through December for 2018 and 2019 and the number of confirmed drug deaths plus those that are pending toxicology in 2020 and 2021.



The OCME makes every effort to ensure the accuracy of published data. However, case management software requires manual data entry and transcription errors may occur.



May 25, 2021

**Commissioners Report**

1. Population:            In House: 50            F Unit: 17  
   E Unit: 13  
   D Unit: 7  
   C Unit: 11  
   Intake: 2

Out of Facility: 25

Total population: 75

Intakes since 7/1/20: 679            Male: 468            Female: 211

**2. Community Corrections Report:**

- a) Electronic Monitoring: 2
- b) Daily Work Release: 0
- c) Pre-Trial Services: 26 – 3 on GPS monitoring

#### **d) Operation Impact:**

Sgt. Harness gave presentations to the following:

Presentation of Cyber Safety X 6 to Indian River School (In person)

Presentation of Cyber Safety X 2 to Indian River School (In person), Presentation of Cyber Safety X 2 to Enfield Elem. (Virtual)

Presentation of Cyber Safety X 2 to Indian River School (Virtual)

Presentation of Self Esteem to Ashland Elem. (Virtual)

Presentation of Act of Kindness, it's your Choice, Self Esteem, Learn about Character, Juul and Stop Cyber Bullying to Waterville Valley School (In Person)

Presentation of It's your Choice X 2 to Ashland Elem (Virtual),

Presentation of Self Esteem to Ashland Elem, Presentation of Stranger Danger to Lin-Wood School (Virtual)

Presentation of It's your Choice, Stranger Danger, Juul, Bullying and Stop Cyberbullying X 2 to Wentworth Elem. (In Person)

Presentation of Self Esteem to Ashland Elem., Presentation of Stranger Danger X 2 to Lin-Wood School (Virtual)

Presentation of Stranger Danger to Lin-Wood School (Virtual)

Presentation of Acts of Kindness to Newbury Elem. (In Person)

Presentation of Acts of Kindness X 2 to Newbury Elem. (In Person)

In addition to these presentations she worked inside the jail as a Supervisor, assisted with electronic monitoring checks and transports.

#### **e) Community Work Detail:**

Sergeant Griffin is assisting the Farm with their duties with his inmate workers that he has available. He has completed 18 miles (395 bags) of Road side clean up. He has planted 42 rows of Potatoes and will be planting squash soon. He will be preparing to paint the fire hydrants in Haverhill. Sergeant Griffin is also working two shifts per week inside the jail to help cover necessary shifts.

**f) Transports:** For the month of April staff conducted 8 transports.

- 0 transport to a treatment facility.
- 0 medical transports for inmate medical needs/doctor's appointments.

- 8 courtesy rides home for inmates being released that could not find a ride for themselves.

## **FIRRM Program**

0 current participants

Level 1 – 0

Level 2 – 0

Level 3 - 0

## **Programs Department Report:**

For the month of April, the Programs Department provided various services to over 18 different inmates for approximately 339 hours. These services include SUD groups, individual counseling and HISET. The majority of these hours came from the following services broken down below.

Individual Counseling: 18 total hours

Female – 7 hours

Male – 11 hours

SUD Treatment Groups: 182 total hours

Female – 117 hours

Male – 175 hours

**Medical /Mental Health Report:** For the month of April there were five psychiatric clinic days with a total of 23 patient encounters.

## General

- 1) PREA certification officially completed
- 2) Staff recognition
- 3) COVID testing and vaccinations
- 4) Minimum staffing reduction

Are there any Commissioner concerns?