

EXECUTIVE COMMITTEE MEETING

Administration Building
3855 Dartmouth College Highway
North Haverhill, NH
May 21st 2018

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

OTHERS PRESENT: Treasurer Hill

EXCUSED: Rep. Bonnie Ham

Rep. Sykes called the meeting to order at 10:50 am and began with the Pledge of Allegiance led by Rep. Schwaegler.

MOTION: Rep. Darrow moved to approve the minutes from the March 19th meeting. Rep. Maes seconded the motion and all were in favor.

Treasurer Hill gave the following Treasurer’s report:

TO: GRAFTON COUNTY EXECUTIVE COMMITTEE
FROM: KAREN LIOT HILL, TREASURER
SUBJECT: TREASURER’S REPORT
DATE: MAY 21, 2018



CURRENT CASH POSITION (as of 04/30/18)

Grafton County General Fund

Checking Account (ICS @ 1.31%)	\$ 2,151,354.14 (Woodsville Guaranty Savings Bank)
Money Market (1.10%)	\$ 1,505,869.09 (TD Bank)
CDARS (1.25%)	\$ 2,008,029.68(Mascoma Savings Bank)
Certificate of Deposit (CD - .75%)	\$ 500,000.00 (Meredith Village Savings Bank)
General Fund Municipal Savings Acct (.50%)	\$ 2,177.85 (Mascoma Savings Bank)

Grafton County Committed Accounts

Deeds Surcharge CD (.60%)	\$153,270.12 (Woodsville Guaranty Savings Bank)
Dispatch Capital Reserve (.35%)	\$180,664.25 (Service Credit Union)
Nursing Home Capital Reserve (.30%)	\$ 96,217.24 (Woodsville Guaranty Savings Bank)

RECENT TRANSACTIONS of NOTE

- The Combined Accumulated interested in the current fiscal year (7/1/17- 04/30/18) \$56,444.64

- I attended the NH Government Finance Officers Association Annual Conference at the Red Jacket in North Conway – May 3rd & 4th.

MOTION: Rep. Binford moved to accept the Treasurer’s report. Rep. Maes seconded the motion and all were in favor.

Commissioner Lauer gave the following Commissioners’ Report:

Commissioners’ Report
May 21, 2018

- Grafton County Commissioners Proposed Budget has been released:
 - Public Hearing – 5/23/18 – 6:00 PM
 - 4.67% Increase in the Amount to be Raised by Taxes
 - Budget Increase 2.75%
- Farm and Forest Day is June 23, 2018
- Drug Court Transition as of July 01, 2018
 - Staff Turnover within Alternative Sentencing
 - Drug Court Coordinator Resigned 4/2/18
 - AS Director Resigned – 4/10/18
- Join Litigation Against the Manufacturers and Distributors of Opioids – Bonsignore Trial Lawyers, PLLC & NapoliShkolnic, PLLC
- DHHS – 1115 Waiver – Funding IDN’s (Integrated Delivery Networks) – Commissioner Lauer explained that the 1115 Waiver provided funding for the Integrated Delivery Networks that have been established. Part of the funding involves County money, and the State through some discussions with CMS has been notified that these funds are county monies and that once the State of NH receives this money; it has to be transferred to the Counties. The State is not in a position to require the Counties to transfer these funds back to the State, but Commissioner Meyers explained that the understanding all along was that this would happen and the counties would retain 1%. Commissioner Meyers will be attending the Delegation meeting on June 25th to explain this to them and to obtain a vote from them that they approve receiving this unanticipated revenue and agree to retain 1% of the monies and return 99% of the funds to the State to be used to fund the IDNs. Commissioner Lauer explained that any county that chooses not to return the monies, those funds would be deducted from monies paid to IDNs within that County. Commissioner Lauer and County Administrator Libby answered various questions from the Committee.

MOTION: Rep. Campion moved to accept the Commissioners’ Report. Rep. Binford seconded the motion and all were in favor.

CA Libby gave the following County Administrator's Report:

County Administrator's Report
May 21, 2018

- ❖ Jail Census: 89 in-house; 3 on Electronic Monitoring; 8 FIRR; 17 Pre-trial Services
- ❖ Nursing Home Census: 123

Financial Reports – FY 2018:

❖ Monthly Variance Report

○ Revenue:

- Through ten (10) months in the fiscal year most department revenues are running slightly behind.
 - The Nursing Home 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 4.75. 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 higher than projected on the Private Pay residents.
 - Proshare/Bed Tax – ProShare is a lump sum payment received all at once in June. Bed Tax is paid quarterly.
 - Department of Corrections: 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 \$50,887.53. The price of milk has been lower than projected. Although the price is up some it is still below what was budgeted. 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 3 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 we are now enrolling our LADC as a Provider and then will be able to begin billing and receiving funds.

○ Expenses

- At the ten (10) month mark there are only two areas showing ahead of where they should be with expenditures:
 - 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 ten months \$775,510.71 has been spent. Tracking to spend over \$900,000 which will be over-expended by \$275,000.
 - Overall the budget is still under expended by \$1,180,152
- ❖ Pro-rated Report –
 - 83.33% 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 April report we are at 82.91% which is slightly under where we should be and at 79.48% or under expended by \$1,658,471. This all factors into the unassigned fund balance which at this point is \$2,242,055.
- ❖ Over Expenditure Report
 - There are a number of over-expended accounts
 - ❖ A couple of them are line items that have reimbursements coming back that will offset the expense.
 - ❖ One is a 100% revenue offset.
 - ❖ Several of them are line items where the annual expenditures were underestimated when the budget was prepared.
 - ❖ Wages – LPN line is due to having more LPN's on staff than anticipated. We hire either RNs or LPNs but budget them in different lines items – there will be enough funds in the RN line to cover the overage.
 - ❖ Wages – Staff Coordinator – Staff change resulted in a more experienced person being hired and salary is higher than what was budgeted for previous employee.
 - ❖ Contract Nurses – Is the large overage – we continue to rely heavily on contract nurses to fill shortages. We are short staff and in addition a high number of Family Medical Leaves is putting a strain on staffing coverage.
 - ❖ All overages appear to be reasonable, not out of the ordinary and there will be enough funds within departments to cover them.

MOTION: Rep. Maes moved to accept the County Administrators Report. Rep. Binford seconded them motion and all were in favor.

Rep. Sykes noted that the dates for the Executive Committee Budget meetings are on the agenda.

Medicaid Managed Care Subcommittee – Rep. Campion stated that HB1816 that would eliminate stage 2 of Medicaid Managed Care has passed both houses and now needs to be signed.

11:31 AM with no further business the meeting adjourned.

Sincerely,

Suzanne Smith, Clerk