

GRAFTON COUNTY COMMISSIONER MEETING
3855 Dartmouth College Highway
North Haverhill, NH 03774
May 26th 2020

PRESENT: Commissioners Lauer, Piper, Morris, County Administrator Libby and Administrative Assistant Norcross

OTHERS PRESENT: Alternative Sentencing Director DePalo, IT Manager Ruggles, DoC Supt. Elliott

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

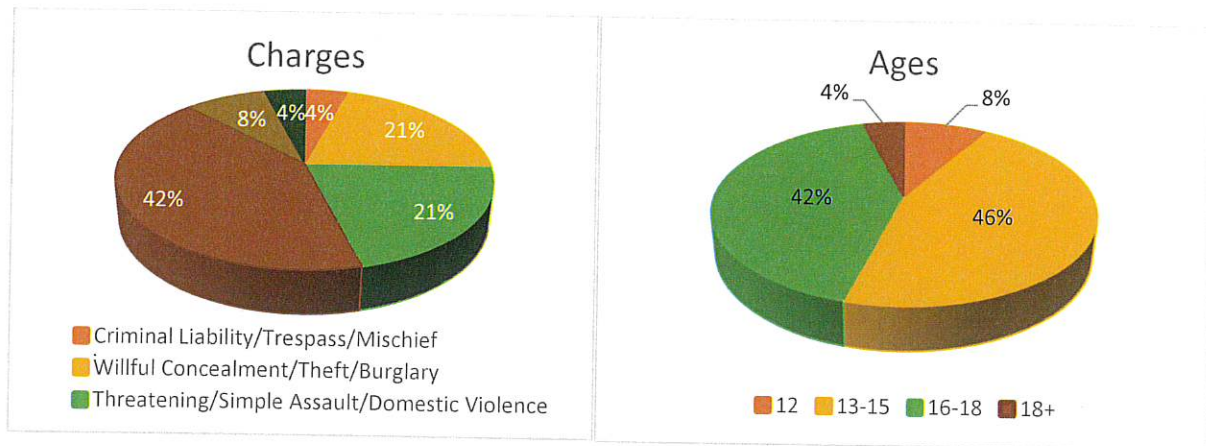
Alternative Sentencing Director DePalo met with the Commissioners via Zoom and gave the following report:

Director's Report: With COVID-19 the AS building has been closed for all of April, staff have transitioned to teleworking while the Administrative assistant has remained in the building. We signed a contract with Dominion Labs to collect substance abuse tests for us during the pandemic, this has been a great solution and they have worked hard with us over the past month. We have seen an increase in mental health issues as well as substance misuse.

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	5	0	2	0
VCD	11	0	0	0
GCJRJ	3	0	3	0
TOTALS	19	0	5	0



In the month of April we worked hard with juveniles to ensure they were able to successfully complete with their programming regardless of COVID-19. We have become creative in the community service requirement as well as monitoring juveniles through FaceTime, Facebook, Zoom and email. Due to the circuit courts still closed to cases we have not received any juvenile referrals. We have been assured through Littleton PD there will be referrals once the circuit court reopens.

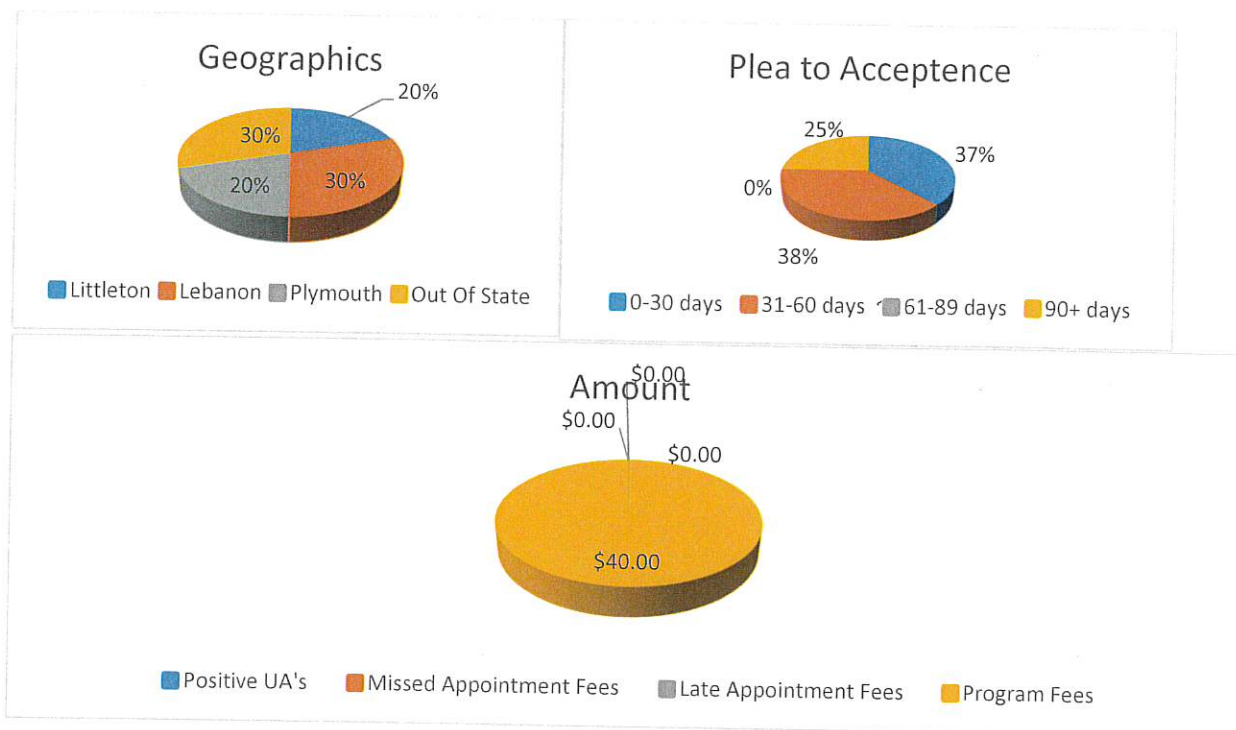
It is important to note the juvenile numbers for CADY may be skewed throughout the reports due to their choice not to add juveniles to the census until they have accepted participation in the program. Other programs document cases based on the referral date, CADY is choosing to document based on their intake date. We will continue to report the numbers as we receive them.

This month we received confirmation from the NH Juvenile Court Diversion Program that we have been awarded \$4,000 to plan and implement the Coos County Juvenile program. The Director has also been working on a grant due in May for both Grafton and Coos juvenile programs being offered through DHHS.

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	18	0	0	\$40	3
Misdemeanor	2	0	0	\$0	2



This month all participants have continued to participate in virtual meetings and conferences which has been well received and seems to be working well for all involved. This will be our method of communication to ensure program compliance until we are able to have in person meetings again. While we hope to see participants in person again soon, we would like to continue with a telehealth option moving forward in cases where it is appropriate.

We have seen an increase in participation in meetings from some who have previously struggled to make it to their appointments or their mental health has caused them to refuse to show.

We have seen a decrease in referrals during the COVID-19 pandemic, likely due to limited Superior Court hearings. We continue to inform the County Attorney's office of our availability and will work with them when courts resume to ensure all appropriate individuals are placed in the programs accordingly.

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
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C.A.R.E	7	0	1	\$0	9
C.A.R.E+					

C.A.R.E has been a great addition to the Alternative Sentencing Programs, while offering support to probation and parole we have increased our community connections through the needs of the participants. We have been working with Farnum on a regular basis to ensure those who need inpatient are able to get in within a timely fashion and have increased communications with community mental health providers as well as primary care.

Although there was a request for C.A.R.E+ from the County Attorney's office as a means to add more teeth to the Diversion program, we have not seen any referrals come through our office for the program. We will continue to keep it as an option.

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	4	1
HOH Lebanon	12	1	4	3	1
PMHC Plymouth	5	0	0	3	0
TOTALS	22	1	5	10	2

MHC has continued to accept referrals throughout the COVID-19 pandemic. We are providing telehealth treatment and holding bi-monthly tele-meetings with the MHC teams and participants. We continue to struggle to find participants housing/shelter and treatment services are not adequate at this time. We have seen an increase in drug and alcohol relapses as well as mental health crises. Although we are seeing increases in negative behaviors we are also seeing many participants that are thriving and overcoming the challenges being presented by COVID-19, mental illness and SUD.

Budget Report

	JAN	FEB	MAR	APR
JRJ	\$100	\$100	---	---
AD	\$520	\$670	\$190	\$40

MISSED	\$25	---	\$25	---
LATE	---	---	---	---
+ UA's	\$50	\$125	\$100	---
MRT	\$65	\$35	---	\$5
CARE	---	---	---	---
MISSED	---	---	---	---
+ UA's	---	---	---	---
BDAS	\$5525.30	\$3923.70	\$3807.10	\$5573.70
Totals	\$6285.30	\$4853.70	\$4122.10	\$5618.70

ITM Ruggles arrived and gave the following report:

At the start of the onset of the pandemic the IT department staff started following all new county safety procedures which involved taking our temperatures daily, filling out daily safety checklists, wearing masks, sometimes gloves, social distancing, washing our hands before and after each help desk call, wiping down all our personal equipment daily.

To note. During the onset of this Pandemic new IT Systems and related Remote Hardware became unavailable almost overnight globally as the majority of Computer based business's furloughed millions of staff from their office buildings to work from home. New Laptops, Tablets, Monitors, Video Cameras, Cell phones and other remote accessories quickly evaporated from the large demand and were not available. In a call to one of our Primary IT Vendors last week I was told some of these items are starting to slowly become available again with lead times of 2-3 weeks.

The County IT Department was able to provide remote technology solutions to all staff that needed to work remotely. We utilized many existing older computers that were just replaced to allow many staff members to work remotely, IT was also fortunate that we did have additional remote licenses in house and available. Both of these avoided us spending having to spend "un-budgeted money" in providing remote solutions for those that needed to work remotely. IT Department did have to purchase approximately 30 USB Wi-Fi adapters but the cost on those was minimal (under \$600).

The IT staff focused on working with each department to understand their particular needs and assist them with providing access to their related software systems, using secure remote software to allow them to continue to work during this time and helped to allow and maintain keeping their day to day business operations going. Special thanks to Marcy Hornick, Grafton County Attorney for allowing to share some of her Video Conference Licenses to be used by the County

Commissioners and County Administrator to allow them to continue to meet, communicate safely, review budgets and meet with Department Heads.

All Grafton County IT Department Staff have continued to work from on site at our offices in the Administration Building during this time. This allows us to be able to access, administer, maintain and monitor all our Core IT Systems including phones. Also to be available to ALL County departments and staff including the Nursing Home, Department of Corrections, Register of Deeds, Dispatch, Sheriff's Office and Farm as well. IT continued to provide help desk service, most of this was done with Remote Software we had already purchased many years ago. Additional IT staff was also able to assist staff directly when needed. We transitioned to providing new methods of remote support for all users and departments. We got real creative, innovative and improvised when needed to solve most issues that arose for many of the departments and their employees during this time.

The IT Manager would also like to give special thanks to the following County Staff during this pandemic.

Julie Libby, our County Administrator. For being available be it on the phone, in her office, at home, on a video conference or on site to meet and provide myself with guidance and answers to questions during this time, explaining all the new laws, policies, procedures and updates. And including providing us with Sanitizing Wipes, when we were low on them and could not purchase or find any.

Craig Labore, Nursing Home Administrator. Jamie Gadwah, RN, NH In-service Director and Covid Virus Specialist in providing IT with daily updates, answering questions, new procedures, where we could go, not go, updates on status of the Virus information from all the State Medical Agencies, Labs and daily status of the Nursing Home staff and residents.

Cindy Putnam, Nursing Home Purchasing Agent, in getting us a thermometer when none existed so we could start taking our temperatures daily at our Office Area and using her Own Personal Credit Card! Providing me and my team with PPE - Face Masks, Gloves, Rubbing Alcohol and wipes for disinfecting and staying clean before and after help desk calls.

Marcie Hornick, Grafton County Attorney for sharing some of their Video Conferencing Licenses so they could be used by the Commissioners and the County Administrator to have safe meetings to manage, communicate and continue to operate the County Complex.

My IT TEAM – Barry Page, Joey Riendeau, Jason Richardson, for continuing to show up every day on site with a smile and focus and assisting me and all the other Employees at the County in keeping things going. I have a great team and we could not have gotten thru this without each other's support and assistance. Thank you guys!

Supt. Elliott arrived and gave the following report:

May 26, 2020

Commissioners Report

Out of Facility: 33

2. Community Corrections Report:

Commissioner Lauer asked if everyone had a chance to read the minutes from the May 19th meeting.

MOTION: Commissioner Piper moved to approve the minutes from the May 19th meeting. Commissioner Morris seconded the motion and all were in favor.

The Commissioners signed check register 1176.

CA Libby submitted Livermore MS Forms: 232;535;636 for the Commissioners to sign.

Provider Relief Fund Monies to Nursing Home – CA Libby stated that they have received notification on Friday that they are going to get another payment from the federal government in the amount \$387,500 to the Nursing Home. This will help offset money that they are losing due to COVID-19.

GOFERR & FEMA Reimbursements – CA Libby stated that the first GOFERR reimbursement request is due June 1st. She will be working on that along with FEMA calculations this week and get that request submitted.

NHARDC Business TA Grant – CA Libby stated that they have been awarded the grant in the amount of \$300,000. It was approved by CDFA on May 7th. The contract will be forthcoming and will be going through Governor and Council. They will be having the last public hearing on the current grant on June 23rd.

County Wide Broadband Initiative – CA Libby stated that one of the concerns she has from a county standpoint is that she doesn't have the expertise or time to be a coordinator for the county. Shawn Tanguay, an attorney who is working with many towns in Coos and Grafton, has offered to put together a committee with representatives from various towns in Grafton County. He is coming next Tuesday to talk with the Commissioners to answer any questions they may have. The Committee would put together everything that needs to be done. The County would likely be the source they need to handle any financial things they may need for the project. This is in the infancy stages at this time. There is a lot of money coming for broadband in light of the COVID -19 pandemic.

PowerPoint Presentation for Public Hearing – CA Libby reviewed the draft PowerPoint and discussed the plans for the public hearing with the Commissioners.

Process of Opening up Building – CA Libby stated that they will require any public coming into the building to wear masks and there will be hand sanitizer at the door with the check list stating if they have any symptoms please do not enter the building. Commissioner Piper stated that she feels that staff that have contact with public should wear masks and if they are sitting at their desks working, they do not need to wear one. She feels this is best practice and consistent with what other entities in the community are doing. CA Libby stated that RD Monahan wants different requirements for the Deeds Office and that she will talk with her regarding Register Monahan putting into place and communicating with the public what the requirements will be to enter Deeds. She has talk about only allowing public in by appointment and enter through the

back entrance. She stated that she will touch base with the department heads in the Administration Building, Courthouse, and Alternative Sentencing to discuss this with them and will put this into place Monday June 1st unless the Governor says something different during his briefing on Friday.

CA Libby stated that the National Guard is not coming to do staff testing at the Nursing Home as originally planned. NHA Labore has found out that he can get the less invasive test from the state that they can administer themselves or the state mobile unit can come and administer the test. He also found out it is not mandatory for staff. He is working out the details of how to get staff tested.

CA Libby stated that NHA Labore has said the state is going to issue guidance regarding travel; if you go on vacation in Maine or Vermont you are fine but if you go to Massachusetts, anywhere else in the country or internationally you have to quarantine for fourteen (14) days once you return. She stated that once this guidance is issued the county will need to decide if and how it will be implemented.

Commissioner Lauer stated that the status of the bill to change the election cycle in Grafton County is up in the air. The house passed it as amended but it didn't get acted on by the Senate. They are not scheduled to meet this week and the filing period starts next week.

11:39 AM With no further business the meeting adjourned.

Respectfully Submitted,



Marcia Morris,
Clerk